City of Miami Beach - City Commission Meeting Commission Chambers, 3rd Floor, City Hall 1700 Convention Center Drive July 27, 2005

Mayor David Dermer Vice-Mayor Matti Herrera Bower Commissioner Simon Cruz Commissioner Luis R. Garcia, Jr. Commissioner Saul Gross Commissioner Jose Smith Commissioner Richard L. Steinberg

City Manager Jorge M. Gonzalez City Attorney Murray H. Dubbin City Clerk Robert E. Parcher

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ATTENTION ALL LOBBYISTS

Chapter 2, Article VII, Division 3 of the City Code of Miami Beach entitled "Lobbyists" requires the registration of all lobbyists with the City Clerk prior to engaging in any lobbying activity with the City Commission, any City Board or Committee, or any personnel as defined in the subject Code sections. Copies of the City Code sections on lobbyists laws are available in the City Clerk's office. Questions regarding the provisions of the Ordinance should be directed to the Office of the City Attorney.

Special note: In order to ensure adequate public consideration, if necessary, the Mayor and City Commission may move any agenda item to the alternate meeting date which will only be held if needed. In addition, the Mayor and City Commission may, at their discretion, adjourn the Commission Meeting without reaching all agenda items.

Call to Order - 9:00 a.m. Inspirational Message, Pledge of Allegiance Requests for Additions, Withdrawals, and Deferrals

Presentations and Awards

PA Presentations and Awards

Consent Agenda

C2 Competitive Bid Reports

C4 Commission Committee Assignments

C6 Commission Committee Reports

C7 Resolutions

Regular Agenda

R2 Competitive Bid Reports

R5 Ordinances

R7 Resolutions

R9 New Business and Commission Requests

R10 City Attorney Reports

Reports and Informational Items



"We are committed to providing excellent public service and safety to all who live, work, and play in our vibrant, tropical, historic community."

PA - Presentations and Awards

- PA1 Certificate Of Appreciation To Be Presented To Police Chief Don De Lucca From Judge Steve Leifman, In Reference To The Crisis Intervention Program. (Page 2) (Requested by Commissioner Jose Smith)
- PA2 Certifications Of Completion For Participants Of The City Of Miami Beach Community Emergency Response Team (CERT).

 (Fire Department)
- PA3 Proclamation To Be Presented To Sid Gersh, For His Dedication And Faithful Service To Our Community.

 (Requested by Richard L. Steinberg)
- PA4 Certificate Of Appreciation To Be Presented To Raul Jorge, Communications Operator, For His Action In Handling An Ocean Rescue Call.

 (Requested by Vice-Mayor Matti Herrera Bower)

CONSENT AGENDA

Action: Moved: Seconded: Vote:

C2 - Competitive Bid Reports

- C2A Request For Approval To Issue A Request For Proposals (RFP) For Temporary Personnel Services. (Page 5) (Procurement)
- C2B Request For Approval To Issue A Request For Proposals (RFP) For The Design, Deployment, And Management Of The Wireless Miami Beach Broadband Network. (Page 12) (Information Technology)

C4 - Commission Committee Assignments

C4A Referral To The Land Use And Development Committee - Discussion Regarding Kenneth Treister's Concept Of Introducing A Traffic Circle / Round-A-Bout At The Intersection Of 17th And Washington. (Page 40)

(Requested by Commissioner Saul Gross)

C4B Referral To The Finance And Citywide Projects Committee - Discussion Regarding A Proposal From Cirque Du Soleil For A Long-Term Lease Of, And Resident Show At, The Jackie Gleason Theater. (Page 44)

(Tourism & Cultural Development)

C6 - Commission Committee Reports

- Report Of The Neighborhood/Community Affairs Committee Meeting Of June 29, 2005: 1) Discussion Regarding The Streetscape Of Meridian Avenue Portion Of The Basis Of Design Report (BODR) For The Multi-Purpose Municipal Parking Facility; 2) Discussion Regarding A Request By The Wolfsonian, A Museum Of Florida International University, To Increase Floor Area Ratio Pursuant To City Charter Section 1.03(C); 3) Discussion Regarding Early Voting For The November 1, 2005 General Election; 4) Discussion Regarding The Greater Miami Convention And Visitors Bureau's Participation In The City's Tourism And Hospitality Scholarship Program; 5) Discussion Regarding Recommendation From The Art In Public Places Committee To Amend The Naming Of Public Facilities And Establishment Of Monuments Or Memorials Ordinance, Specifically Regarding Procedures For Reviewing Proposals And Requests For Monuments And Memorials; And 6) Discussion Regarding Automated External Defibrillators. (Page 47)
- C6B Report Of The Land Use And Development Committee Meeting Of July 11, 2005: 1) Discussion Regarding The Ramblas Piece Of The Flamingo/Lummus Neighborhood (Drexel Avenue); 2) Discussion Regarding Removal Of Historic Signs; 3) Discussion Regarding Reconstruction Of Demolished Properties And Engineering Requirements; And 4) Discussion Regarding Nonconforming Buildings. (Page 61)
- C6C Report Of The General Obligation Bond Oversight Committee Meeting Of July 11, 2005: 1)
 Contingency Report; 2) Discussion Items: A) Draft Format Of New Agenda Presentation; 3)
 Recommendation To City Commission: A) Biscayne Pointe A/E Award For Design, Bid/Award And
 CA; B) North Shore A/E Award For Design, Bid/Award And CA; C) South Pointe Park BODR; 4)
 Project Status Report: A) Update On Fire Station No. 2; B) Update On Fire Station No. 4; C)
 Normandy Isle Park And Pool; And 5) Informational Items: A) Updated Calendar Of Scheduled
 Community Meetings; B) Washington Avenue Streetscape Project. (Page 67)

C7 - Resolutions

C7A A Resolution Approving An Amendment In The Amount Of \$53,795.25 To The Agreement Between The City Of Miami Beach And URS Corporation-Southern For Program Management Services. (Page 72)

(Capital Improvement Projects)

- C7B A Resolution Approving And Authorizing The Mayor And City Clerk To Execute Amendment To The Agreement Between The City Of Miami Beach And Edwards And Kelsey, Inc, For The Planning And Design Of The Venetian Islands Neighborhood Improvement Project To Provide For Additional Professional Services. (Page 77)

 (Capital Improvement Projects)
- C7C A Resolution Authorizing The City Manager Or His Designee To Submit A Grant Application For Funds To Miami-Dade County, For Fiscal Year (FY) 2005/06 County Byrne Funds, In An Amount Not To Exceed \$30,000, For The City's Records Improvement Program; Further Appropriating The Grant If Approved And Accepted By The City; And Authorizing The Execution Of All Necessary Documents Related To This Application. (Page 88)

 (Grants Management)
- A Resolution Accepting The Recommendation Of The City Manager Pertaining To The Ranking Of The Proposals Received Pursuant To Request For Proposals (RFP) No. 24-04/05, For A Medical Services Provider For The Provision Of Various Medical Services That May Be Necessary Or Required By The City Of Miami Beach, Local, State, And Federal Laws; Authorizing The Administration To Enter Into Negotiations With The Top-Ranked Firm Of Mount Sinai Medical Center, And Should The Administration Be Unsuccessful In Negotiating With Mount Sinai Medical Center, Authorizing The Administration To Enter Into Negotiations With The Second-Ranked Firm Of Sunshine Medical Center; And Further Authorizing The Mayor And City Clerk To Execute An Agreement Upon The Completion Of Successful Negotiations By The Administration. (Page 93) (Human Resources)
- C7E A Resolution Of The Mayor And City Commission Of The City Of Miami Beach, Florida, Finding And Declaring The Existence Of A Parking Emergency On The Following Respective Dates For The Following Respective Events; September 24 26, 2005 For The IACP (International Association Of Chiefs Of Police); November 4 13, 2005, For The South Florida Auto Show; November 30 December 4, 2005, For Art Basel; December 31 January 1, 2006, For New Year's Eve Event; January 5 9, 2006, For Art Miami; January 13 15, 2006, For Art Deco Weekend; February 3 5, 2006, For Graphics Of The Americas; February 16 20, 2006, For The NMMA Miami International Boat Show; And May 25 29, 2006, For Memorial Day Weekend; Allowing For The Use Of Vacant Surface Lots For Self-Parking And Valet Parking. (Page 112)

C7 - Resolutions

- C7F A Resolution Authorizing The Administration To Issue Purchase Orders To Consolidated Parking Equipment A Sole Source Local Distributor Of Federal A.P.D. Parking Equipment, For Maintenance And Service Of Revenue Control Parking Equipment In City-Owned Garages In The Estimated Amount Of \$110,000 Annually. (Page 117)

 (Parking Department)
- C7G A Resolution Authorizing The Mayor, Or His Designee, To Execute A Memorandum Of Understanding With The United States Secret Service For The Purpose Of Coordinating Law Enforcement Investigations As Part Of The Secret Service's Miami Electronic Crimes Task Force; Providing For Reimbursement By The Department Of Treasury For Certain Investigative Overtime And Training Expenditures. (Page 122)

(Police Department)

- C7H A Resolution Authorizing The Mayor, Or His Designee, And The City Clerk To Execute A Mutual Aid Agreement With The Cities Of Florida City, South Miami And Medley, Florida, For The Purpose Of Coordinating Law Enforcement Planning, Operations, And Mutual Aid Benefit. (Page 129)

 (Police Department)
- A Resolution Accepting The Recommendation Of The City Manager Authorizing The Administration To Negotiate Professional Services Agreements Pursuant To Request For Qualifications (RFQ) No. 10-04/05, For Professional Architectural And Engineering Services In Various Professional Specialties On An "As-Needed Basis," For Capital Projects In Which The Basic Construction Cost Does Not Exceed \$500,000 Per Project, Or For Study Activities For Which The Fee Does Not Exceed \$25,000; And Continuing Contracts Up to \$50,000; And Authorizing The Mayor And City Clerk To Execute Professional Services Agreements Upon Completion Of Successful Negotiations With All Forty-Seven (47) Firms Who Provided Their Qualifications In Reference To This RFQ. (Page 150) (Procurement)
- C7J A Resolution Authorizing The Appropriation Of \$665,000 From The Miami Beach Share Of The County's Fiscal Year 2004-05 People's Transportation Plan (PTP) Fund, For Maintenance Work To Be Done On The 77th Street Bridge At Tatum Waterway, And On The Henedon Avenue Bridge At Biscayne Point Canal. (Page 161)

 (Public Works)
- C7K A Resolution Accepting The Recommendation Of The City Manager Pertaining To The Ranking Of Qualifications Received Pursuant To Request For Qualifications (RFQ) No. 19-04/05, For The Programming, Design, Construction Documents, Permitting, Bid And Award And Construction Administration Services For Bicycle, Pedestrian And Greenway Projects To Be Known As The Atlantic Greenway Network (AGN); Authorizing The Administration To Enter Into Negotiations With The Top-Ranked Firm Of T.Y. Lin International/H.J. Ross; And Should The Administration Not Be Able To Negotiate An Agreement With The Top-Ranked Firm, Authorizing The Administration To Negotiate With The Second-Ranked Firm Of The RMPK Group. (Page 168)

 (Public Works)

C7 - Resolutions

- C7L A Resolution Approving And Authorizing The Administration To Issue Purchase Orders To Advanced Public Safety, As The Sole Source Provider Of The Electronic Ticketing Systems, For The Police Department's Mobile And Handheld Devices, In The Estimated Amount Of \$65,644.80. (Page 177) (Procurement)
- C7M A Resolution Accepting The Recommendation Of The City Manager Pertaining To The Ranking Of Firms Pursuant To Request For Proposals (RFP) No. 09-04/05 For The Operation Of Vending Machine Concessions At Various Locations On City Of Miami Beach Property; Authorizing The Administration To Enter Into Negotiations With The Top Ranked Firm Of Brother's Vending, Inc.; And Should The Administration Not Be Able To Negotiate An Agreement With The Top-Ranked Firm, Authorizing The Administration To Negotiate With The Second-Ranked Firm Of Gilly Vending, Inc.; And Further Authorizing The Mayor And City Clerk To Execute An Agreement Upon The Completion Of Successful Negotiations By The Administration. (Page 182)

 (Procurement)
- C7N A Resolution Approving And Officially Adopting The Last Portion Of The Basis Of Design Report (BODR) For The Multi-Purpose Municipal Parking Facility (MPMPF), Which Applies To The Streetscape Improvements To Meridian Avenue And Which Was Not Part Of The Previous Approval. (Page 217)

(Capital Improvement Projects)

C7O A Resolution Authorizing The Administration To Issue A Purchase Order For \$126,955 To Southeastern Surfaces & Equipment, Inc., The State Of Florida Sole Source Distributor Of Mondo Flooring, For The Scott Rakow Youth Center Ice Rink And The Covered Play Area, Additionally, Appropriating \$8,500 For Project Contingency, For A Grand Total Of \$135,455. (Page 224) (Capital Improvement Projects)

End of Consent Agenda

PA - Presentations and Awards



- PA1 Certificate Of Appreciation To Be Presented To Police Chief Don De Lucca From Judge Steve Leifman, In Reference To The Crisis Intervention Program.

 (Requested by Commissioner Jose Smith)
- PA2 Certifications Of Completion For Participants Of The City Of Miami Beach Community Emergency Response Team (CERT).

 (Fire Department)
- PA3 Proclamation To Be Presented To Sid Gersh, For His Dedication And Faithful Service To Our Community.

 (Requested by Richard L. Steinberg)
- PA4 Certificate Of Appreciation To Be Presented To Raul Jorge, Communications Operator, For His Action In Handling An Ocean Rescue Call.

 (Requested by Vice-Mayor Matti Herrera Bower)

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



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Request for Approval to Issue a RFP for Temporary Personnel Services.

lssue:

Shall the City Commission approve the issuance of a RFP?

Item Summary/Recommendation:

The purpose of this RFP is to establish contracts for Temporary Personnel Services, on an "as needed basis", as specified in the RFP, from qualified Temporary Personnel Agencies ("Agencies"). Temporary personnel are needed to cover for regular City employees who are on vacation or leave of absence; to temporarily fill vacancies until they are permanently filled; and to work on special projects.

Pursuant to Section 2-408 of the Miami Beach City Code, all employees, who provide services covered by this RFP, shall be paid a living wage of no less than \$8.56 an hour plus at least \$1.25 an hour towards health benefits for a total value of \$9.81 an hour, or a living wage of no less than \$9.81 an hour without health benefits.

The Agencies will be responsible for screening, interviewing, testing and training to include but not be limited to:

- 1. In-depth interview that includes job preferences, experience, goals, interests, attitudes, motivation and other work-related attributes.
- 2. Job-related tests to include typing and communication skills.
- 3. Background checks to include drug testing, criminal checks, and credit history (for positions that may require the handling of City funds).
- 4. Verification that their employees are not convicted sex offenders.
- 5. Training employees on the City's Service Excellence program.

APPROVE THE ISSUANCE OF A RFP.

Advisory Board Recommenda	atio	tio	n:
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Financial Information:

Source of	Amount	Account	Approved
Funds:	1		
	2		
	3		
	4		
inance Dept.	Total		

City Clerk's Office Legislative Tracking:

Gus Lopez, ext. 6641.

Sign-Offs:

Department Director	Assistant City Mai	nager City Manager
GL_4/		JMG_ Jare

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AGENDA ITEM <u>C2A</u>

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

REQUEST FOR APPROVAL TO ISSUE A REQUEST FOR PROPOSALS

(RFP) FOR TEMPORARY PERSONNEL SERVICES.

ADMINISTRATION RECOMMENDATION

Approve the issuance of an RFP.

ANALYSIS

The purpose of this RFP is to establish contracts for Temporary Personnel Services, on an "as needed basis", as specified in the RFP, from qualified Temporary Personnel Agencies ("Agencies"). Temporary personnel are needed to cover for regular City employees who are on vacation or leave of absence; to temporarily fill vacancies until they are permanently filled; and to work on special projects.

TERM OF CONTRACT

The contracts shall commence after the approval of the Mayor and City Commission and shall remain in effect for a period of two (2) years. Providing that the successful Agencies will agree to maintain the same terms and conditions of the contract, the contracts may be extended for an additional two, one-year periods at the City's sole discretion.

LIVING WAGE

Pursuant to Section 2-408 of the Miami Beach City Code, all employees, who provide services covered by this RFP, shall be paid a living wage of no less than \$8.56 an hour plus at least \$1.25 an hour towards health benefits for a total value of \$9.81 an hour, or a living wage of no less than \$9.81 an hour without health benefits.

PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT

The successful Agencies' hourly rates offered in their proposal submission shall remain fixed and firm during the term of their contracts, subject to negotiation based on Consumer Price Index – Urban Areas (CPI-U) or Living Wage Ordinance rate increase.

WEAR OF UNIFORM

When temporary personnel are assigned to working events with the general public, they will be required to wear a uniform or a vest with the Agency's name and logo on it.

TEMPORARY TO PERMANENT

In the event that the City employs a temporary employee, damage fees (temporary to permanent charge) shall not be accessed.

PAYMENT

The basis of the amount of the payment shall be the hourly rate per hour times the number of hours worked. Overtime will be considered after forty (40) hours of work per week according to the Fair Labor Standards Act. The hourly rate quoted includes all overhead, profit and benefit costs to the Agencies, including employee's hourly rate, which will be in accordance with the City's Living Wage Ordinance.

PERSONNEL INTERVIEW AND SELECTION

The City's representative(s) and successful Agencies shall mutually agree on the job description, minimum qualifications, duties and responsibilities for each position as needed. The City has the option to request more than one person at a time for any specific assignment to interview and select the best candidate for that specific assignment, at no cost to the City.

MIAMI BEACH ONE STOP CAREER CENTER

All temporary personnel services firms that are being recommended for award have agreed to work with the One-Stop Career Center to recruit potential employees. By working together with the Center, the City can insure a larger pool of qualified workers, and support the work of the Center in helping secure gainful employment for unemployed and under employed Miami Beach residents.

QUALIFICATION

In the event that any personnel from the successful Agencies assigned to the City are found to be unqualified for any specific assignment, the City has the right to return such employee at no cost to the City. The City shall be the sole judge of the individual's qualification and its decision shall be final.

HOLIDAYS

The City's holiday schedule shall be observed. In the event that the City requires a temporary employee to work on a holiday observed, the day shall be paid at the overtime rate. It is the responsibility of the using Department/Division to notify the temporary Agencies prior to a temporary employee working on Saturday, Sunday, Holiday or any overtime.

EMPLOYEES ARE RESPONSIBILITY OF AGENCIES

All employees of the Agencies shall be considered to be, at all times, the sole employees of the Agencies under its sole direction and not an employee or agent of the City. The Agencies will supply competent and physically capable employees. The City may require the Agencies to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable and whose continued employment on the City's property is not in the best interest of the City. Each employee shall have and wear proper identification. The employees utilized under the resulting contract will be provided with and shall follow all policies and procedures of the City.

SCREENING, INTERVIEWING, TESTING AND TRAINING

The Agencies will be responsible for screening, interviewing, testing and training to include but not be limited to:

- 1. In-depth interview that includes job preferences, experience, goals, interests, attitudes, motivation and other work-related attributes.
- 2. Job-related tests to include typing and communication skills.
- 3. Background checks to include drug testing, criminal checks, and credit history (for positions that may require the handling of City funds).
- 4. Verification that their employees are not convicted sex offenders.
- 5. Training employees on the City's Service Excellence program.

AUDIT

The City reserves the right to perform audit investigations of the Agencies' payroll and related records of employees assigned to the City to ascertain that such employees' records indicate payment received for the specific hours worked for the City pursuant to the Living Wage requirements.

TEMPORARY POSITIONS

The complete listing of temporary positions and their associated job descriptions is attached and labeled Attachment 1.

EVALUATION CRITERIA

An Evaluation Committee appointed by the City Manager, will recommend the most qualified Agencies based on the following criteria:

Experience and qualifications of the Agency3	0 points
Screening, interviewing, testing and training program2	0 points
Proven performance of providing qualified and productive employees30	points
Billing rates2	0 points

CONCLUSION

The Administration recommends that the Mayor and City Commission approve the issuance of an RFP for temporary personnel services.

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ltem	TEMPORARY PERSONNEL SERVICES
· 1.	Secretary I Two years experience in secretarial and clerical work. Experience in meeting public and ability to deal with
	customers using tact, poise, patience and courtesy. Knowledge and experience in using MS Word, Excel, other MS office application programs. Must have ability to work in a multi-ethnic/multi-cultural environment. Minimum 40 wpm.
2.	Secretary II/Administrative Assistant
	Three years advanced experience in secretarial and clerical work including transcription, dictation and executive level experience. Experience in meeting public and ability to deal with customers using tact, poise, patience and courtesy. Knowledge and experience in using MS Word, Excel, other MS office application programs. Must have ability to work in a multi-ethnic/multi-cultural environment. Minimum 40 wpm.
3.	Clerk Typist
	Responsible and varied clerical work involving moderately complex work methods and procedures. Requires proficiency in the use of the word processor and/or typewriter. Must type 40 correct words per minute based on dept. needs.
4.	Clerk I
	Must possess basic typing and computer experience and good people skills. Dependability and self-motivation, work flexible schedule, including weekends and evenings. Must have ability to work in a multi-ethnic/multi-cultural environment.
5.	Clerk II
	One year experience in general clerical work, possess computer software experience and good people skills. Dependability and self motivation, work flexible schedule, including weekends and evenings. Must have ability to work in a multi-ethnic/multi-cultural environment.
6.	Clerk III
	Three year experience in skilled typing and general clerical work, accounting & bookkeeping. Experience in meeting public and ability to deal with customers using tact, poise, patience and courtesy. Knowledge and experience in using MS Word, Excel, other MS office application programs. Must have ability to work in a multi-ethnic/multi-cultural environment. Minimum 40 wpm.
7.	Bookkeeper / Accounting Clerk II Three years experience in accounting, supplemented by course work in accounting or bookkeeping; or any equivalent combination of experience and training. Must have ability to work in a multi-ethnic/multi-cultura environment.
8.	Customer Service Reps / Complaint Operator Responsible telecommunications work in the Safety communications Unit. Retrieving, evaluation processing, modifying, and inputting information within various computerized and manual information systems. Type 30 correct wpm, effective communication skills, may include weekends, holidays, shift work. Must have ability to work in a multi-ethnic/multi-cultural environment.

9.	Customer Service Reps / Communications Operator Entry level responsible telecommunications work in the Safety Communications Bureau. Receiving, screening and relaying information for emergency and other calls utilizing a multi-line telephone and a computer aided dispatch system or other means. Effective communication skills, may include weekends, holidays, shift work. Must speak fluent English and one other language, have ability to work in a multi-ethnic/multi-cultural environment.
10.	Personnel Technician I Complex clerical and technical work of a specialist nature. Interpretation of department operations, policies, procedures, dissemination of information, maintains records and reports, computes and compiles data; updates. Types forms, answers correspondence, prepares notices and minutes of meetings. Knowledge of HR preferred.
11.	Carpenter Knowledge and skills in carpentry work at the entry level in the construction and finish work including materials, methods and techniques. Maintenance and repair of city facilities.
12.	Electrician Master Electrician's certification, prior experience with drawings and reading blueprints, design an installation of electrical systems. Skilled work at the entry level as an electrician in the construction, maintenance and repair of city facilities.
13.	Plumber Skilled work at the journeyman level as plumber with certificate of competency as a journeyman in the plumbing trade.
14.	Service Worker Advanced and responsible manual labor duties of a skilled nature.
15.	A/C Mechanic Skilled work at the journeyman level in the installation, maintenance and repair of air conditioning equipment, and related apparatus.
16.	Painter Skilled painting work at the entry level in the construction, maintenance and repair of city facilities.
17.	Buyer Specialized technical, clerical and administrative work in the purchasing of assigned commodities. Orders, assists with procurement problems, solicits quotations. Enters information for issuance of purchase orders.

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



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A Request for approval to issue a Request For Proposals (RFP) for the design, deployment, and management of the Wireless Miami Beach Broadband Network.

Issue:

Shall the City issue a Request for Proposals (RFP) for the design, deployment and management of the network?

Item Summary/Recommendation:

The Administration recommends the City Commission approve the issuance of a RFP. This will provide a competitive bidding process to the private sector which will allow the City to achieve its goals and objectives, including:

- Provide universal, robust, and secure wireless broadband throughout the City at a level sufficient to support public safety and other government use; and
- Provide free hot zones at the specified locations for public access.

The benefits of making this technology investment are broad and far reaching. First and foremost, the City should embrace this initiative if it to remain a competitive location for business, a world-class center for entertainment, and a destination for visitors. Wireless access is fast becoming the indispensable tool of the leisure or business visitors.

Now, the City is aggressively pursing wireless technology to improve service delivery and to reduce costs in many applications, from mobile data computers in police cars, to handheld devices that give service delivery workers an office in the field. In the near future, this wireless access, when implemented throughout the City, will permit expanded mobile applications for City employees as well as enable enhanced service delivery for applications such as wireless water meter reading and validated credit card transactions at parking pay stations.

Advisory Board Recommendation	Ad	visorv	Board	Recomm	endation:
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N/A	

Financial Information:

Source of		Amount	Accou	nt	Approved
Funds:			Land our basis reasons		r in the same of
	1				
	2				
Finance Dept.	Total	,			

City Clerk's Office Legislative Tracking:

Gladys Acosta, Actin	ng Information Techno	logy Director	

Sign-Offs:

Department Director	Assistant City Manager	City Manager				
GA	РРИУ	JMG Jue				
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AGENDA ITEM <u>C 2 B</u>
DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A REQUEST FOR APPROVAL TO ISSUE A REQUEST FOR PROPOSALS

(RFP) FOR THE DESIGN, DEPLOYMENT, AND MANAGEMENT OF THE

WIRELESS MIAMI BEACH BROADBAND NETWORK.

ADMINISTRATIVE RECOMMENDATION

Approve the issuance of a RFP.

<u>ANALYSIS</u>

Cities have been the early adopters of new technology and it's through investment in these new technologies that we facilitate the economic engines of commerce and culture. For the twenty-first century, it will be the Internet, and the content and services that the Internet delivers, that will allow our City to change the way business is done and how we deliver City services.

The City of Miami Beach proposes to capitalize on this potential by leading an effort to create a wireless network that will provide high-speed, broadband wireless connectivity to all points within the City. Wireless access is rapidly changing how individuals and organizations connect to the Internet and is a transformative technology that will have multiple benefits across all segments of the economy and civil life.

The benefits of making this technology investment are broad and far reaching. First and foremost, the City should embrace this initiative if it to remain a competitive location for business, a world-class center for entertainment, and a destination for visitors. Wireless access is fast becoming the indispensable tool of the leisure or business visitors.

Today visitors are demanding access to travel information and are using mobile devices to make all types of arrangements when traveling. Visitors expect to be able to look up maps and get directions, find retail shops and read restaurant reviews while they sit at the beach, dine on Lincoln Road or drive throughout our City. Citywide wireless access will become an essential component of a successful strategy to continue to strengthen the hospitality sector of our economy.

Page 2 of 3 Commission Memorandum July 27, 2005

Additionally, it is an essential investment to enhance the quality of life for our residents and to support the delivery of public services. For the past few years, we have used information technology and the Internet to transform how government business is done, how services are delivered and how the City interacts with residents, business and visitors.

Now, the City is aggressively pursing wireless technology to improve service delivery and to reduce costs in many applications, from mobile data computers in police cars, to handheld devices that give service delivery workers an office in the field. In the near future, this wireless access, when implemented throughout the City, will permit expanded mobile applications for City employees as well as enable enhanced service delivery for applications such as wireless water meter reading and validated credit card transactions at parking pay stations.

The City has embraced this new technology and has established a goal to use wireless broadband technology to strengthen public safety, increase government efficiency in delivery of services, and provide a basic level of access to City residents and visitors through free hot zones.

The City specifically plans to use wireless broadband technology to support:

- Public safety mobile access city-wide
- Mobile access for other Miami Beach government agencies
- Free hot zone access in targeted commercial areas, and selected public locations
- Recurring cost savings for internal government network use

The City seeks to issue a Request for Proposals (RFP) for the design, deployment and management of the network. This will provide a competitive bidding process to the private sector which will allow the City to achieve its goals and objectives, including:

- Provide universal, robust, and secure wireless broadband throughout the City at a level sufficient to support public safety and other government use; and
- Provide free hot zones at the specified locations for public access

The implementation of a "state of the art" system, consists of a wireless network covering all 7.1 square miles, yet be simple to maintain and inexpensive to upgrade and expand to satisfy future needs for additional functionality and/or capacity.

To achieve the City's goals, the City is seeking proposals from qualified respondents for a "turnkey solution" for a citywide wireless network and communications system. This System will include:

- Network infrastructure procurement
- Architecture and design services

Page 3 of 3 Commission Memorandum July 27, 2005

- Installation services
- Telecommunications provisioning and services
- Network monitoring and management services
- Network maintenance and upgrade services
- Operations Support Systems (OSS) services
- Customer service and technical support services
- Software hosting services
- Program and project management services

The City has developed a business model that supports the capital and operating expenses for the network and anticipates the completion of the initial citywide deployment sometime in mid 2006.

Attached please find the detail scope of services, evaluation criteria and the project timetable.

JMG/PW/GA

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SECTION II – TYPE OF SOLUTION SOUGHT

The City seeks to implement a "state-of-the-art" System, which will satisfy all of the City's current requirements, as specified in this RFP, yet be simple to maintain and inexpensive to upgrade and expand to satisfy future needs for additional functionality and/or capacity. The City requests that Respondents offer their "best" currently available solutions that will satisfy the requirements set forth in this RFP.

Respondents are required to define their solution in detail and to describe the ways in which it meets the requirements defined in the RFP. Respondents are also required to define and elaborate on any other features, functions and/or capabilities included in their Proposals, but not stated as requirements in the RFP.

Network Infrastructure Requirements

The System must consist of a wireless network covering all 7.1 square miles of the City of Miami Beach ("the Coverage Area"). Specifically, the network must meet the following requirements.

- Support throughout the Coverage Area for wireless access from desktop PCs, laptop PCs, handheld devices, mobile phones and other manned or unmanned devices equipped with either an IEEE 802.11b or 802.11g ("Wi-Fi") wireless interface. Should the proposed solution include mechanisms (proprietary or otherwise) that mitigate any degradation of performance inherent in mixed 802.11g and 802.11b environments, Respondents are encouraged to state this in their Proposals and elaborate on these mechanisms.
- Support throughout the Coverage Area for "best-effort" service with an average net throughput per subscriber of one (1) megabit per second (Mbps) upstream (client device to network) and downstream (network to client device) transmission.
- 95% in-street (outdoor) coverage for the devices referenced above within the Coverage Area with no additional hardware required beyond the device's standard wireless interface.
- 70% in-building (indoor) coverage for residences and businesses within the Coverage Area. A residence or business is assumed covered under this requirement if a single, first or second-floor room, (e.g. adjacent to an exterior wall in the residence or business), can access the wireless network at the stated best-effort service levels. Should additional customer premise equipment ("CPEs") be required or assumed in order to deliver this in-building coverage, Respondents

are expected to state this in their Proposals and elaborate on this requirement and their assumptions. While coverage in rooms above a second-floor residence or business is not a requirement, the City does have many high-rise condominiums and hotels located in the potential hot zone areas. Therefore, respondents are encouraged to elaborate on whether and how their proposed solution supports coverage to high-rise buildings.

- Support for a mixed wireless and wired "backhaul" solution to aggregate Wi-Fi network traffic from multiple subscribers and access points back to an Internet point of presence ("PoP"). The City wants a minimum of 75% of these backhaul requirements met using a fixed, point-to-multipoint ("P2MP") wireless solution, however Respondents may propose the most appropriate, reliable and cost-effective solution (wired or wireless) for their specific Proposals.
- Support for the use of City-owned structural assets, such as street light
 poles and utility poles or other assets which the City may provide
 access to. The City will provide electronic data on a compact disc
 ("CD") with street pole layer coverage to Respondents that attend the
 Pre-Proposal Meeting. The data will not be provided in a GIS format.
- Support for pole, roof and wall mount options for wireless network equipment.
- Compliance to IP56/NEMA4 dust and water ingress ratings for all outdoor-mounted equipment. Since the City is bordered to the east by the Atlantic Ocean, salinity is a major concern. Respondents are strongly encouraged to provide detailed information regarding the anticorrosive features of their proposed solution along with case studies from deployments in other cities in a high salinity environment.
- Support for ambient temperature ranges of 0 F to +122 F for all outdoor-mounted equipment.
- Support for all outdoor-mounted equipment to withstand wind loads up
 to 150 mph and consistent with any codes and/or regulations that may
 exist within the City of Miami Beach, with no impact to operation of the
 System. Since the City is located in a hurricane zone, respondents
 should provide detailed information regarding their proposed solution's
 ability to tolerate wind load and gusts, including any information from
 internal tests conducted to measure wind tolerance.
- Protection against power surges, including lightning strikes, for all electrical and network connections.

- Support for the logical segmentation of the System to support different "domains" of users (e.g. secure access by government agency personnel, open access for public users, etc.). This must include the ability to define and manage different profiles for authentication, encryption and other service characteristics based on the requirements of each user domain.
- Support for having certain parks, common areas and other public spaces within the City defined and managed to allow any user with a mobile device to gain free and open access to the System while in these areas. The City will provide a list of planned hot zone locations to Respondents who attend the Pre-Proposal meeting.
- Support for seamless, in-motion usage throughout the Coverage Area by government users. This includes the ability for subscribers to maintain "session-level" persistence while the subscriber's device is in motion at speeds up to sixty (60) miles per hour. This capability must be supported with no interruption to applications running on the device.
- Sufficient capacity throughout the System to support the subscriber projections defined by the City at the service levels described above throughout the contract term. These subscriber projections are provided below for reference:

Subscribers Analysis	Estimated Subscribers (thousands)
Residential	2.7
Internal Government Use	1.0
Daily Visitors	1.1
Total Subscribers	4.8

- Scalable to support additional users, capacity, and functions throughout the contract term. Given that specific, future subscriber and/or public access applications are not defined in the RFP, it is critical for Respondents to elaborate on how their proposed solutions can scale and adapt in a modular way to increase coverage areas, users, capacity and functions.
- Support for both 32 bit (IPv4) and 128 bit (IPv6) IP Addressing, including multicast and anycast support.

- Support for the prioritization of network traffic for specific applications, users, devices, domains, etc. Should the proposed solution support more advanced mechanisms for guaranteed Quality of Service ("QoS"), Respondents are encouraged to state this in their Proposals and elaborate on these mechanisms.
- Battery and/or solar power backup for all network equipment sufficient to assure continuous operation at full power and functionality for a period of not less than one (1) hours in the absence of utility power.
- Fault tolerance mechanisms to mitigate and/or eliminate single points
 of failure for all components of the System. Respondents are
 encouraged to elaborate on the mechanisms proposed with their
 solution and the ways in which they mitigate and/or eliminate single
 points of failure.
- Guaranteed reliability of 99.9% for the 802.11g and 802.11b tier of the System and 99.999% for the backhaul and PoP tiers of the System. Respondents are expected to state the mean time between failure ("MTBF") for any proposed network equipment or other components of the System and elaborate on the processes used to guarantee these service levels.
- Support within any proposed fixed wireless backhaul solution to also provide advanced subscriber services beyond the level(s) of service available through the Wi-Fi tier of the System.
- Support for state-of-the-art security standards. These must include:
 - Physical security for all critical network equipment and other components of the System via secured facilities.
 - o Support for Media Access Control ("MAC") address filtering.
 - Support for Wired Equivalent Privacy ("WEP") encryption, including both 64 and 128 bit keys.
 - o Support for Temporal Key Integrity Protocol ("TKIP") encryption.
 - Support for Advanced Encryption Standard ("AES") encryption.
 - o Support for Wi-Fi Protected Access ("WPA").
 - Support for 802.1x authentication using Extensible Authentication Protocol ("EAP") and "Remote Authentication Dial-In User Service" ("RADIUS").
 - Support for the suppression of Extended Service Set Identifier ("ESSID") broadcasts.
 - Support for multiple ESSIDs and the ability to map ESSIDs individually to Virtual LANs ("VLANs").

- Support for filtering of traffic based on Internet Protocol ("IP") addresses, subnets and Transmission Control Protocol ("TCP") ports.
- Support for Virtual Private Network ("VPN") tunneling.
- Support for encryption of all control and network management traffic transmitted within the System.
- Respondents are strongly encouraged to provide innovate solutions for powering Wi-Fi nodes with long-term batteries (charging daily) or solar panels. Respondents should outline regular maintenance, upkeep, and replacement times for any battery solutions and provide data from any relevant case studies using a solar or battery solution.
- City would like network to support the ability to define and manage unilateral, inbound roaming relationships whereby subscribers to other Wi-Fi services (e.g. T-Mobile, Sprint) may gain access to the System over time to support evolving business models and opportunities.
- City would like network to support the ability to define and manage unilateral, outbound roaming relationships whereby subscribers to the System may gain access to other approved Wi-Fi services (e.g. T-Mobile, Sprint) over time to support evolving business models and opportunities.

Architecture and Design Services

Respondents must define in their Proposals a preliminary architecture for the System as well as the services to conduct a more thorough and detailed design for the System if selected as the winning Respondent. These services must include:

- The development of an overall architecture for the System, to include all network equipment, hardware, software and other components required to meet the requirements defined in the RFP.
- A detailed design for the network infrastructure, which takes into account the City's unique land area, geography, terrain, foliage, morphology (land use), structural mounting assets and other factors that may impact the performance, reliability or scalability of the System.
- A detailed design for how any wireless spectrum will be allocated, reused and managed throughout the System to ensure efficiency, minimize interference and maximize capacity. The results of a citywide radio frequency (RF) study commissioned by the City in 2005 will be made available in printed format at the Pre-Proposal Meeting.

- A detailed design for how the network equipment, hardware, software and other components proposed are to be integrated to meet the requirements defined in the RFP. The City is a "Cisco shop" and Respondents are strongly encouraged to consider this when choosing hardware (routers and switches only, not Wi-Fi or WiMAX solutions).
- A detailed description of the core business processes to be used throughout the System (e.g. call flow for customer service, billing cycles, trouble ticketing).
- A detailed plan describing how the reliability requirements and service levels defined in the RFP will be achieved.
- A detailed plan describing the tools and processes to be used for all pre-installation site acquisition, site survey, propagation modeling and other work required to determine the configuration for all infrastructure components in the System. This must include the proposed number, type, location and configuration of all network equipment and other components.
- A detailed plan describing the tools and processes to be used for all post-installation testing and verification of performance, reliability and scalability for all parts of the Coverage Area.
- A detailed description of the deliverables to be provided to the City following the post-installation testing and verification process.
- A detailed Implementation Plan, Statement of Work, Project Schedule and Milestone Payment Schedule as specified in this RFP.
- A final "as built plan" for the network infrastructure, supplied in ESRI coverage (.e00) or shapefile format. All base mapping must be accurate to 1"=200' national mapping accuracy standards.

Installation Services

Respondents must include in their Proposals the turnkey installation and configuration services required for the successful deployment of the System. This is to include, but not be limited to the following:

• The installation and configuration of all network components, access points, routers, bridges and other network equipment.

- Coordination with the City and any other parties required for access to any structural assets, facilities or permits required for the installation of the System.
- The ramp-up and activation of all services defined as requirements in the RFP, to include but not be limited to customer service, technical support, hosting, OSS, network management systems, processes and personnel.
- The configuration and integration of all components in the Systems to meet the requirements defined in the RFP.
- Adherence to any FCC rules or guidelines for the configuration and installation of any wireless equipment using licensed or unlicensed spectrum, with specific emphasis on Part 15 of Title 47 of the Code of Federal Regulations for unlicensed operation.
- Any tuning required throughout the contract term to meet the service level agreements ("SLAs") defined in the RFP.
- A safety plan detailing precautionary measures taken to mitigate risks during installation, including installing equipment at peak traffic times in busy intersections.

Telecommunications Provisioning and Services

The City is planning a fiber network to connect City buildings and other important locations. The City also receives highly competitive rates on telecommunications services and plans to fund the backhaul Internet connection separately from this RFP. However, Respondents must include in their Proposals a detailed description about network capacity estimates for aggregation points and maintenance services for any wired or wireless leased line telecommunications services needed to support their Proposal throughout the contract term. This is to include, but not be limited to the following:

- A detailed description for how capacity estimates for all aggregation points in the System was derived. This description can use either or both of the following methods:
 - Concurrent subscriber bandwidth usage for each category of service referenced in Section 1 and subscriber projection defined in Section 1 of the RFP, expressed in kilobits per second (Kbps) per subscriber.
 - Oversubscription rates for each category of service referenced in Section 1 and subscriber projection defined in Section 1 of the

RFP, expressed as a ratio of subscriber bandwidth sold to net aggregation-point bandwidth available.

 Respondents should consider provisions for alternate peering points over time

Network Monitoring and Management Services

Respondents must include in their Proposal a turnkey solution for the monitoring and management of the System. This must include all network equipment, hardware, software, tools, personnel and other components required to meet the reliability and performance goals of the RFP.

At a minimum, Proposals should define and elaborate on how the proposed solution addresses the five ISO network management functions summarized below.

- Performance Management Measures and makes available various aspects of network performance so that inter-network performance can be maintained at an acceptable level. Examples of performance variables that might be provided include, but are not limited to network throughput, user response times, and component utilization.
- Configuration Management Monitor network and system configuration information so that the effect of configuration changes (intentional or unintentional) can be tracked and managed.
- Accounting Management Measure network-utilization parameters so that individual or group uses on the network can be regulated appropriately. Such regulation should minimize network problems and maximize the fairness of network access across all domains and users.
- Fault Management Detect, log, notify support organizations and users (where appropriate) of, and (to the extent possible) automatically fix network problems to keep the network running effectively. This should include proactive determination of symptoms, isolation of problems and rapid resolution
- Security Management Control access to network and system resources according to defined policies so that the network cannot be sabotaged (intentionally or unintentionally) and those without appropriate authorization cannot access sensitive information.

In addition to supporting the five functional areas listed above, Proposals must further meet the following technical requirements:

- Support for event notifications
- Support for group management of system components
- Built-in configuration database
- Support for Simple Network Management Protocol ("SNMP") standards
- Graphical representation of network data
- Support for configurable Access Control Lists ("ACLs")
- Ability to drill-down on System components
- Ability to auto discover new devices in the System
- Support for wireless proxy agents for non-SNMP devices
- Support for statistical reporting
- Support for remote management and updates of remote system components from a central location
- Compatible with end point CSA client for remote users
- Compatible with City's existing network management software suites CiscoWorks Version 5.5 and SolarWinds Version 8.0. The City intends to use CiscoWorks Version 5.5 to monitor devices on the network while SolarWinds Version 8 will be used for troubleshooting purposes. The City will consider using additional network management software but compatibility with these two software programs is required.

Network Maintenance and Upgrade Services

Respondents must include in their Proposals a detailed plan and all costs for routine maintenance of the System. This should include any assumptions for spare inventory, upgrade cycles, capacity upgrades, or similar needs.

Respondents must also propose a solution that mitigates the risk of obsolescence in the System over time. Proposals must include a detailed plan and all associated costs for how the network will be upgraded during the contract term. Proposals must include fixed costs for replacement units. Respondents must also detail support plan and fixed price structure for installing new nodes on as-needed basis during the entire contract term to support additional capacity requirements if necessary.

The City's plan calls for a complete replacement of the network infrastructure during a period of six (6) years. This should be interpreted not as a "forklift upgrade" during Year Six, but rather a continuous process of "technology refresh" throughout the contract term.

Proposals must include a detailed plan for how and when this technology refresh process will occur during the contract term. This should be tailored to the specific technology solution proposed. Proposals must also comply with the following:

 An upgrade plan must be submitted in advance of any planned update, subject to review and approval by the City



- Minimal interruption of service can occur during these upgrades
- Backwards compatibility must be provided for existing applications, services and subscribers as upgrades occur
- Upgrade plans will consider the specific product roadmap for the equipment vendor(s) in the Proposal

Operations Support Systems (OSS) Services

Respondents must include in their Proposal a turnkey solution for an Operations Support System ("OSS") that integrates all customer service, technical support, provisioning, network element and network management components as seamlessly as possible. Specific requirements include, but are not limited to the following:

- The ability to support flexible service policies for time and for quality of service.
- The design, development, management and hosting of a subscriber software portal for the System. The portal must also support multilingual usage.
- The ability to support co-branding of the portal.
- The ability to define basic access and other value added service plans for evolving business model opportunities over time.
- The ability to perform usage tracking, customer reporting and usage policy enforcement.
- Interoperability with RADIUS-based public access points and gateways.

Customer Service and Technical Support Services

Respondents must include in their Proposal a turnkey solution for "tier-one" customer service and technical support via a call center or other mechanism for public access hot zones and "tier-two" customer service and technical support via a call center or other mechanism for government users. Tier-one service refers to the diagnosis and resolution of issues identified by public users at hot zone locations throughout the City. Tier-two service refers to the diagnosis and resolution of issues identified by the City's IT department help desk that provides tier-one support to government users.

The City has committed to provide tier-one customer service and technical support to government users only, meaning that the City's IT help desk will be the "first line of defense" for government subscribers on the network. Specific tier-two requirements that must be met by Respondents include:

 Issues from tier-one City IT help desk agents dealing with technical problems reported by government subscribers (technical support issues).

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- A toll free 1-800 number for the City IT help desk to contact the Respondent in order to report an issue and obtain a resolution.
- Tier-two support hours are expected to be 24x7x365.
- Proactive notification to the City for network problems, outages and other issues affecting the System via e-mail and Web interface.
- The development, maintenance and hosting of a library containing electronically available frequently asked questions ("FAQ") to aid in self-support.
- A secure, managed database of City call tracking detail, resolutions, etc. This system should be fault tolerant and backed up on a regular schedule. The system should also support secure login to private areas by the City and include a system to retain all relevant documents for a period of at least two (2) years.
- The creation and routine delivery of pre-defined and ad-hoc reports on issues, wait times, abandoned calls, resolution times and other standard customer service and technical support metrics.
- While no "warm transfer" of subscriber issues will be escalated from City agents, Respondents are expected to support "three-party calls" with the Respondent agent, City agent and subscriber to diagnose and resolve an issue. City IT Help Desk agents will be required to retain ownership of the subscriber call.
- The ability to support "total call management", referring to the diagnosis and resolution throughout the lifecycle of a subscriber or City agent issue. This must include the ability to track a call from the time the issue is reported, through any escalation to other parties, and the closed-loop resolution with the City agent.
- Respondents are encouraged to include more information and price estimates for the ability for City IT help desk agents to also report an issue and obtain a resolution via e-mail, Web based interface and interactive messaging ("chat").
- Respondents are encouraged to include more information and price estimates for a dedicated technical expert, with knowledge of all aspects of the System, available to the City on a telephone or pager basis. 24x7x365.



The general types of customer service and technical support issues that must be supported for public access hot zones are listed below. Note that this list should serve only as a guideline for defining requirements. Respondent shall provide tier-one support for hot zone technical support and shall detail escalation path with specific vendors in Response. Respondents are encouraged to elaborate in their Proposals on more detailed call types needed to meet the goals defined in the RFP.

- A toll free 1-800 number for hot zone users to contact the Respondent in order to report an issue and obtain a resolution.
- Tier-one support hours are expected to be 24x7x365.
- The development, maintenance and hosting of a library containing electronically available frequently asked questions ("FAQ") to aid in self-support.
- A secure, managed database of hot zone call tracking detail, resolutions, etc. This system should be fault tolerant and backed up on a regular schedule. The system should also support secure login to private areas by the City.
- The creation and routine delivery of pre-defined and ad-hoc reports on issues, wait times, abandoned calls, resolution times and other standard customer service and technical support metrics.
- Respondents are encouraged to include more information and price estimates for the ability for City IT help desk agents to also report an issue and obtain a resolution via e-mail, Web based interface and interactive messaging ("chat").

In addition to the requirements stated above, Respondents are encouraged to elaborate in their Proposals on the following issues:

- Estimates for SLAs for call triage, call response times, issue resolution times, and similar obligations that can be committed to by the Respondent.
- Any additional features and functions supported by their solution.
- Any preliminary call or process flows demonstrating how processes can or should be integrated between subscribers, City agents and tiertwo agents from the Respondent

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- Any supported integration between the proposed solution and other enterprise resource planning ("ERP"), customer relationship management ("CRM"), OSS or other back office systems
- Any additional features for knowledge management and/or other technologies that will result in improved customer service and technical support

Software Hosting and Facilities Services

The City will provide secure, appropriate government facilities for the software and equipment used to support the network. However, Respondents will be responsible for hosting the splash page/portal for the public access hot zones. Respondents must also include in their Proposals all costs and detail for the following facilities-related services:

- Backup and recovery tools and processes
- Proactive capacity planning
- Problem avoidance and change management tools and processes

This section must include compliance to the base requirements listed above and a definition of the methods used to ensure that capacity and availability will be adequate to support the subscriber and service projections listed in Section 1.

Program and Project Management Services

Respondents must provide program and project management services throughout the contract term. Specifically, these services must include:

- The designation of an executive sponsor from the Respondent company who has the authority to make key financial, legal, operational and other decisions required for compliance with the contract terms.
- The designation of a primary or single point of contact ("SPOC") from the Respondent's company for all business and technology-related issues.
- The delivery of routine program and project status reports to the City.
 These status reports must include:
 - Date of report
 - Summary of program and/or project status
 - o Items completed during last reporting period
 - Items planned for next reporting period
 - Issues and risks identified



- o Mitigating factors for issues and risks identified
- o Project schedule, timeline, tasks, owners
- SLA compliance status for prior reporting period
- o Other issues as deemed appropriate or required by the City
- The designation of an issue escalation path, which is to include the names and contact information of personnel from the SPOC to the executive sponsor, the types of issues requiring escalation, timeframes, and other parameters

Proof of Concept

The City anticipates that up to three (3) Respondents will be required to conduct a limited proof of concept implementation of its proposed solution in order to demonstrate the viability of the solution, its compliance with RFP requirements and its department.

The proof of concept will be required in the October, 2005, through December, 2005, timeframe, and successful, timely completion of the proof of concept, or adjustment of the proposed solution and/or implementation plan to address, to the City's satisfaction, any deficiencies revealed by the proof of concept, will be a condition of the Respondent remaining in the second round of consideration.

The scope of the proof of concept will be determined based on the Proposal and final scope of work, but the City anticipates that it will take one month for network installation and launch and one month for network testing; and would include at least the following: design, deployment and management of the network infrastructure proposed by Responder in a defined geographic area of up to one (1) square mile, to be designated by the City, and successful performance of all System functions in accordance with RFP requirements, for all data generated in a designated period. Proposals must describe in detail, as part of the implementation plan required in Section III Implementation Plan, Statement of Work, Project Schedule, and Milestone Payment Schedule, a proof of concept implementation that meets these requirements and is in the judgment of the Respondent sufficient to demonstrate the functionality and viability of the The City reserves the right to forego the proof of recommended solution. concept implementation if, in the City's sole judgment, the solution contained in the successful Proposal and final scope of work does not require a proof of concept.

Below is the City's pilot deployment schedule on a week-level basis:

Tasks	3-00	t 10	0-0ct	17-0	ct :	24-0c	31-	-Oct	7-Nov	14-Nov	21-Nov	28-Nov	5-Dec	12-Dec	19-Dec	26-Dec	2-Jan	9-Jan	16-Jan	23-Jan
Deploy optional pilot network(s)	1243	W G		Godki.		12.50			# d . s		717/GW	12.12.15000								
Test Pilot Networks		1		1	T	qu	1	3447.52813	. 2810-01-10-01	1				wirany.						
Deliver report on pilot network(s) test result					ì		1		***************************************					actoria delegrar						
Select final vendor & conclude negotiations		_		1			1				<u> </u>								SEASTERN	
Project Start							1											65/367EV-153	O SEPTEMBER	MEZE

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Since arranging backhaul connectivity can be time consuming, all Respondents are required to contact a provider of their choice capable of quickly installing a T1 level or higher line(s) to support the pilot network area prior to RFP submission. The Respondent shall provide detailed information on the provider chosen in the response including, at a minimum, physical location of business office and estimated timeline to install and activate backhaul connection. Respondent does not have to use the same telecommunications provider for the proof of concept that may be proposed for the Citywide network.

Respondents selected for the Proof of Concept phase that are unable to fully deploy and launch the pilot network by **Friday, December 2, 2005**, will be automatically disqualified from further consideration by the City.

The City will conduct network performance testing on the pilot network(s) during the month of December. The City will conduct throughput, response time, and streaming media performance tests on each pilot network. Site surveys will be conducted to measure signal strength throughout the pilot area, both indoors and outdoors. Each Respondent who deploys a pilot network will be required to keep a daily log of network uptime and downtime. The City will evaluate each pilot network according to weighted criteria outlined in this RFP. Additional information on the test suite will be given to Respondent(s) selected to deploy a pilot network.

Maintenance and Support; Warranty; Training

Maintenance and Support Services

The Proposal must include a section describing the maintenance and support services to be provided under the contract resulting from the RFP. A minimum of one (1) year of maintenance/support services, commencing on final acceptance of the System and project by the City, must be included in the fixed price cost proposal, with the price identified in a separate line item. The City expects that maintenance and support will be furnished on a "turnkey" basis - i.e. the successful Respondent will itself be contractually responsible for all maintenance and support services for all elements of the System, including but not limited to all equipment and software and any data transport services that are required under the contract, and will be the single point of contact for service and support. Respondents are requested to price five (5) additional years of maintenance and support, with the price for each of Year Two through Year Six identified in separate line items. The City expects that the successful Respondent will guarantee the availability of maintenance and support services for the System. on the foregoing "turnkey" basis, for a minimum of six (6) years from final acceptance of the System. Proposals must include a description of the proposed services, stating whether the Respondent will comply with the foregoing terms. and describing the Respondents problem resolution procedures - including problem severity classifications, response times and "fix" times for each level of



severity, and the escalation procedures (including on-site service) that will apply where resolution is not immediately achieved.

Warranty

The City requires a warranty from the successful Respondent that covers the entire Wireless Miami Beach System and all work that is provided by the successful Respondent under the contract resulting from this RFP, including, without limitation: all software, equipment, cabling, and other deliverables; network design and other designs and studies furnished and/or used in the implementation of the System; and implementation/integration services, construction services, and any other services required under the contract resulting from the RFP. The warranty will guarantee that the System will conform to the contract statement of work and to all technical specifications, performance standards, and designs for the System that are incorporated in the contract and/or furnished as deliverable under the contract. The warranty must be on a "turnkey" basis - i.e. the successful Respondent must itself be contractually responsible for all warranty obligations and must be the single point of contact for service under the warranty. The City expects a warranty period of at least two (2) years, commencing on final acceptance of the System by the City. The price of such a two-year warranty must be included in the fixed price cost proposal, with the price identified in a separate line item. The City requests that Respondents price four (4) additional warranty years beyond the two-year warranty in separate line items of the cost proposal. Any premium charged for a warranty year - i.e. any charge in addition to the price for a concurrent year's maintenance and support services – should be identified in the cost proposal.

Training

The City requires that the following training services be provided by Respondent:

- Proposals must provide for a minimum of two (2) weeks of informal training on the design and operation of the overall System for a minimum of four (4) City-designated persons prior to the activation of the network.
- Proposals must provide for a minimum of one (1) week of updated informal training on the design and operation of the overall System for a minimum of four (4) City-designated persons on an annual basis during the contract term.
- Proposals must set forth in detail any limitations with respect to the
 persons who may train on any equipment or software furnished by the
 successful Respondent, together with available training sources other than
 Contractor, if such services are otherwise available. If, for any equipment
 or software, such training is generally available without certification or if
 more than 20 vendors are certified to provide such training, a statement

providing such information shall be sufficient for compliance with this requirement as to the specific equipment or software covered.

 Proposals must provide per course costs for additional training from Contractor for both the initial contract year and for the five successive contract years.

Proposals should describe, and in the Cost Proposal provide line item costs for, the training that the Respondent is capable of providing, the training methodologies and materials to be used, and the Respondent's experience in furnishing the kinds of training requested. Proposals should state clearly, in the Requirements Compliance Certification, whether each type of training requested will be offered in accordance with the requirements of this section.

It is the goal of the City to develop mutually beneficial sponsorship contracts that deliver revenue dollars and/or in-kind products or services to the City of Miami Beach in exchange for certain advertising, marketing and/or promotional considerations granted by the City.

SECTION IV – EVALUATION CRITERIA

The procedure for proposal evaluation and selection is as follows:

- 1. Request for Proposals issued.
- 2. Receipt of Proposals.
- 3. Opening and listing of all Proposals received.
- 4. Review all Proposals received for responsiveness.
- 5. An Evaluation Committee, appointed by the City Manager, shall meet to evaluate each proposal in accordance with the requirements of this RFP. If further information is desired, proposers may be requested to make additional written submissions or oral presentations to the Evaluation Committee.
- 6. The Evaluation Committee shall recommend to the City Manager the proposal or proposals acceptance of which the Evaluation Committee deems to be in the best interest of the City. The Evaluation Committee shall base its recommendations on the following weighted criteria:



<u>Criteria</u> <u>V</u>	<u>Veight</u>
Soundness & Quality of proposed technical proposal	25
Project understanding and soundness of proposed project methodology, including but not limited to the detail and accuracy of the proposed scope and statement of work and implementation plan and the impact of the proposed solution on the operations of the City, and the demonstrated ability of the solution to enhance operational efficiency and effectiveness.	
Respondent's financial and technical qualifications	15
The Respondent's financial and technical qualifications to perform the work required by the RFP, as presented in its Proposal and determined by any other investigations conducted or information obtained by the City;	
References	10
References provided by the Respondent, particularly from projects of similar complexity and scope; and demonstrated ability to provide technical solutions comparable to those requested in this RFP;	
Pilot Network Plan	10
Commitment and ability to complete the project within the time frame specified in the Proposal;	
Cost	20
The Cost Proposal, including long-term cost of any license fees, remaintenance and support costs, and other fees; and	ecurring
Quality of Network Maintenance Proposal	20
The performance, reliability and scalability of the proposed System, as exduring a proof of concept as defined in Sectionof this RFP.	/aluated
Total:	100%

- 1
- 7. After considering the recommendation(s) of the Evaluation Committee, the City Manager may select up to three (3) respondent(s) to participate in the pilot network deployment. However, the City reserves the right to the City Commission the proposal or proposals acceptance of which the City Manager deems to be in the best interest of the City without completing the pilot network program.
- 8. As outlined in this document, the respondent(s) chosen will be required to deploy a pilot network in Miami Beach. Each pilot network will be tested by the City and/or a consultant retained by the City as outlined in the Proof of Concept section and the evaluation criteria below. The test results will then be considered by the Evaluation Committee.

In order to evaluate the pilot network deployments' unique performance, the City will test each pilot network in early December. A brief summary of the test suite is outlined the Proof of Concept section. The score earned during the pilot network testing will be added to the evaluation score the Respondent was given by the Evaluation Committee. However, the score from the Evaluation Committee will be weighted by 70%. The following criteria will be used to rank each pilot network's performance during testing and make up an additional 30% of the evaluation score for each Respondent that deploys a pilot network:

<u>Criteria</u>	<u>Weight</u>
Score from Initial Evaluation (based on 70% of original score)	70
Technical Performance	15
The pilot network's performance on throughput, response time, and streaming media tests that are conducted while the network is handling emulated traffic that reflects estimated average daily usage. Logs detailing network uptime and downtime during the pilot will also be kept, analyzed, and included in this score.	
Network Coverage	10
A site survey and other tests to measure signal strength will be conducted in each pilot area. Each pilot network will be measured on how much of the geographic area is covered using both indoor and outdoor testing.	
Execution of Pilot Network Plan	05
Respondent's ability to meet pilot timeline and execute pilot network plan as outlined in RFP response.	
Total:	100%

- After considering the recommendation(s) of the Evaluation Committee, the City Manager shall recommend to the City Commission the proposal or proposals acceptance of which the City Manager deems to be in the best interest of the City.
- 10. Citv shall the City Manager's The Commission consider recommendation(s) in light of the recommendation(s) and evaluation of the Evaluation Committee and, if appropriate, approve the City Manager's recommendation(s). The City Commission may reject City Manager's recommendation(s) and select another proposal or proposals. In any case, City Commission shall select the proposal or proposals acceptance of which the City Commission deems to be in the best interest of the City. The City Commission may also reject all proposals.
- 11. Negotiations between the selected proposer and the City Manager take place to arrive at a contract. If the City Commission has so directed, the City Manager may proceed to negotiate a contract with a proposer other than the top-ranked proposer if the negotiations with the top-ranked proposer fail to produce a mutually acceptable contract within a reasonable period of time.
- 12. A proposed contract or contracts are presented to the City Commission for approval, modification and approval, or rejection.
- 13. If and when a contract or contracts acceptable to the respective parties is approved by the City Commission, the Mayor and City Clerk sign the contract(s) after the selected proposer(s) has or have done so.

Important Note:

By submitting a proposal, all proposers shall be deemed to understand and agree that no property interest or legal right of any kind shall be created at any point during the aforesaid evaluation/selection process until and unless a contract has been agreed to and signed by both parties.

RFP TIMETABLE

The anticipated schedule for this RFP and contract approval is as follows:

<u>Date</u>	Activity
Thursday, 07-28-2005	City issues Request for Proposals
Tuesday, 08-09-2005 1:30-3:00 PM (GMT -05:00) Eastern Time	Pre-Proposal Meeting Location: Miami Beach City Hall 1700 Convention Center Drive Miami Beach, FL 33139
	City Manager Large Conference Room,4 th Floor
Monday, 08-15-2005 3:00 PM	Respondents submit questions, requests for clarification, information to
(GMT -05:00) Eastern Time	Primary Contact, in writing
Monday 08-22-2005	City delivers answers to questions
Monday, 09-12-2005 4:00 PM (GMT – 05:00) Eastern Time	Respondents submit proposals
(GWT * 00.00) Eastern Time	
Wednesday, 10-03-2005	City selects Finalists to deploy Pilot Network
Monday, 12-19-2005	Pilot Network Testing Concludes
Monday, 1-11-2005	City selects Respondents with which to enter into contract negotiations
Monday, 1-23-2005	Project Start

These dates are estimates only and the City reserves the right, in its sole discretion, to alter this schedule, as it deems necessary or appropriate. Notice of changes in the Pre-Proposal Meeting date/time or location, the due date/time for submission of Respondent questions, and the date/time for Proposal Submission will be posted on the City's Procurement Website at www.miamibeachfl.gov and

will be mailed to prospective Respondents which request notification by mail in writing addressed to the City's Primary Contact. The other dates/times listed may be changed without notice to prospective Respondents.

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CITY OF MIAMI BEACH

OFFICE OF THE MAYOR & COMMISSION MEMORANDUM

TO:

Jorge M. Gonzalez

City Manager

FROM:

Saul Gross

Commissioner

DATE:

July 18, 2005

RE:

Agenda Item

Place the following item on the July 27 consent agenda:

Please refer to the Land Use Committee a discussion of the feasibility of Kenneth Treister's concept of introducing a traffic circle/ round-a-bout at the intersection of 17th & Washington, as detailed in the attached memo.

SG/ml

Agenda Item <u>C4A</u>

Date 7-27-05

The New World Symphony Cultural Park.

This concept attempts to plant a seed that hopefully will bloom into a culture park at Washington Avenue & 17th street on Miami Beach (an eastern extension for the Zyscovich Plan).

The 4 players, each located on the four corners of 17th St. & Washington Ave. are: 1) The New World Symphony; 2) TOPA; 3) Temple Emanu-el & 4) CITIBANK.

Instead of considering each parcel as a separate entity we should consider the total environment as an urban palette. Together we can create an environment that will enhance & provide a more spacious setting for all.

The biggest problem is the traffic that bisects the greater site. I therefore propose a traffic circle, a "round-a-bout", at the intersection of 17th & Washington. In its center could be a fountain or public sculpture. For foot-bridge circulation I propose souring, sculptural, pedestrian bridges over the four intersecting streets. This combination will eliminate the traffic lights and allow cars and pedestrians to flow in a continuous manner while providing a beautiful, urban focal point.

At this crucial intersection we can turn traffic from foe to friend. Miami Beach does not have a city center, a focal point of culture. I am proposing such a cultural plaza around your new Frank Gehry building at 17th & Washington.

Think of the world's great urban spaces: *the Plaza Mayor* in Madrid; Barcelona's *Place de Catalonia*; in Rome Michelangelo's *Piazza del Campidoglio*; *The Place de L'etoile*, Baron Haussmann's radiating star in the center of Paris where traffic flows & embraces the *Arc de Triomphe*. These are all large public

places that join pedestrian, the automobile and creative architecture into a larger symphony of urban art.

In our own community we have examples of the free flow of traffic enhanced by urban landscape in Coral Gable's beautiful traffic circles such as *Cartagena Circle* at Sunset & Old Cutler Road which gracefully handles waves of traffic every day.

I suggest perhaps that Frank Gehry be asked to create the conceptual plan & Bernard Zyscovich the detail plan. The community leaders that would represent the four properties are substantial. CITIBANK might consider a new building that would fit the circle concept.

Please excuse my hope that within the total plan my sculpture *A Dove of Peace* could find an appropriate home.

If you agree with this concept I would hope that since the Symphony is actively planning the new Frank Gehry building that you would take the lead in making this concept a reality.

Respectfully,

Kenneth Treister January 10, 2005

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CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez \(\)

City Manager

Subject:

REFERRAL TO THE FINANCE AND CITYWIDE PROJECTS COMMITTEE

DISCUSSION REGARDING A PROPOSAL FROM CIRQUE DU SOLEIL FOR A LONG-TERM LEASE OF, AND RESIDENT SHOW AT, THE JACKIE

GLEASON THEATER.

ADMINISTRATION RECOMMENDATION

Refer the item.

ANALYSIS

As you know, the Jackie Gleason Theater's (JGT) three resident companies; the Concert Association of Florida, the Broadway Series, and Miami City Ballet, have all signed contracts to move to the Miami Performing Arts Center when it opens for the 2006 fall season. These three groups represent approximately forty percent (40%) of the JGT's annual performances. The City and SMG have been exploring alternatives to reposition the JGT.

Earlier this year Cirque du Soleil representatives approached the City of Miami Beach about establishing a resident show at the JGT. For several months they have been developing a preliminary proposal for retrofitting the theater to house a Cirque du Soleil performance, restaurants, event space, and possibly include development of the planned ballroom for the Miami Beach Convention Center. The Administration met with representatives of Cirque du Soleil, Clear Channel Communications, and the Related Group of Florida on July 15, 2005 to review their preliminary concept for the proposal, an illustration of which is attached for your review.

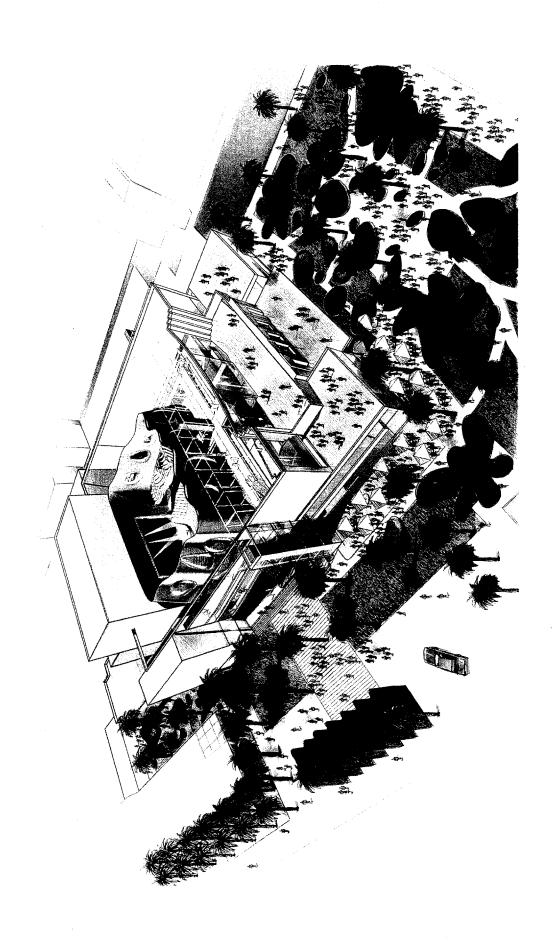
At this time, the Administration believes the proposal should be presented to the Finance and Citywide Projects Committee for review, comment and consideration.

JMG/14/mas

T:\AGENDA\2005\Jul2705\Consent\Cirque du Soleil Referral_Finance Committee.doc

Agenda Item__

Date 7-27-05



CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov

Members of the City Commission



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

REPORT OF THE NEIGHBORHOOD/COMMUNITY AFFAIRS

COMMITTEE MEETING HELD ON WEDNESDAY, JUNE 29,

2005.

A meeting of the Neighborhood/Community Affairs Committee was held on Wednesday, June 29, 2005 at 2:30 p.m. in the City Manager's Large Conference Room. Commissioners in attendance: Matti Herrera Bower, Saul Gross, and Richard L. Steinberg. City staff in attendance: Robert Parcher, City Clerk; Max Sklar, Director — Tourism and Cultural Development; Jorge Gomez, Director — Planning Dept.; Jimmy McMillion, Special Projects Coordinator — Neighborhood Services Dept.; Raul Aguila, First Assistant City Attorney; Eric Yuhr, Assistant Fire Chief; Jorge Chartrand, Acting Director — CIP; John Heffernan, Margarita Alcon, Esther Rodriguez, Dolores Mejia, of the Office of the Mayor and Commission, and Randi MacBride, Neighborhood Services Dept. Others in attendance are listed in the attached sign-in sheet.

1. <u>DISCUSSION REGARDING THE STREETSCAPE OF MERIDIAN AVENUE PORTION OF THE BASIS OF DESIGN REPORT (BODR) FOR THE MULTI-PURPOSE MUNICIPAL PARKING FACILITY.</u>

A presentation by the firm of Perkins & Will was made outlining the concept regarding the streetscape of the Meridian Avenue segment of this project including on-street parking, walkways, traffic flow, and bike path options. Previously, the City Commission had approved the BODR for the multi-purpose parking facility.

Action: The Committee moved to study locating the bike paths on Convention Center Drive instead of Meridian Avenue and recommended to Jorge Chartrand, Acting Director – CIP, that the rest of the project move forward as presented.

2. <u>DISCUSSION REGARDING A REQUEST BY THE WOLFSONIAN, A MUSEUM OF FLORIDA INTERNATIONAL UNIVERSITY, TO INCREASE FLOOR AREA RATIO PURSUANT TO CITY CHARTER SECTION 1.03(C).</u>

Action: The Committee moved the item come back to the next meeting of the Neighborhood/Community Affairs Committee. The Committee asked the Wolfsonian to include in its next presentation a massing representation of the existing structure and the potential project. Additionally, the legal department was directed to provide information regarding concerns brought up during the meeting including the possible setting of a precedent with the suggested ordinance, spot zoning, recommended wording of the ballot and zoning ordinance. In the event that this committee is unable to meet in August, the item is to go directly to the September 8, 2005 meeting of the full City Commission.

Agenda Item <u>C6A</u>

Date 7-27-05

3. <u>DISCUSSION REGARDING EARLY VOTING FOR THE NOVEMBER 1, 2005 GENERAL ELECTION.</u>

Discussion was held regarding the dates and hours for early voting for the upcoming general election scheduled for November 1, 2005 and the possible run-off election scheduled for November 15, 2005.

Action: The Committee moved to hold early voting at City Hall for both the general election and the run-off election, if one is necessary. The general election dates will be the Monday through Sunday just prior to the November 1 regular voting day and the run-off dates will be the Saturday and Sunday just prior to the November 15 actual run-off election date. The hours for all early voting dates scheduled will be from 9:00am to 7:00pm.

4. <u>DISCUSSION REGARDING THE GREATER MIAMI CONVENTION AND VISITORS BUREAU'S PARTICIPATION IN THE CITY'S TOURISM AND HOSPITALITY SCHOLARSHIP PROGRAM.</u>

(Discussion item only, no action required by the Committee)

Max Sklar provided a report of the administration and current funding of the scholarship program.

Action: There was no action taken by the Committee.

OLD BUSINESS

5. DISSUSSION REGARDING RECOMMENDATION FROM THE ART IN PUBLIC PLACES COMMITTEE TO AMEND THE NAMING OF PUBLIC FACILITIES AND ESTABLISHMENT OF MONUMENTS OR MEMORIALS ORDINANCE, SPECIFICALLY REGARDING PROCEDURES FOR REVIEWING PROPOSALS AND REQUESTS FOR MONUMENTS AND MEMORIALS.

Action: The Committee moved to make no changes in the current process for monuments and memorials.

6. <u>DISCUSSION REGARDING AUTOMATED EXTERNAL DEFIBRILLATORS.</u>

Action: The Committee moved to bring this item to a meeting of the full City Commission.

Attachments

JMG/RCM/VHG/rfm

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NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE CITY OF MIAMI BEACH

JUNE 29, 2005

SIGN-IN SHEET

PLEASE PRINT LEGIBLY

NAME	ORGANIZATION / DEPT.	PHONE NO.	FAX /EMAIL	
Steve Bauman	ulscow /cip	786.586.057		٠.
CARLIS CHIN	Ptw	12461 1575 · SOE	305.569.1334	
WARTEN CANTHAM	WOLFESTATION/FIL	212 925 2202	Wyter Court Harris Co.	
LAY MARCHINAN	Welfsonian-FIU PRESIDENT		305-934-9184 REMITRSZO @ ACL. COM	[40]
Lynn Barta	1401/500 m. FIU-	İ	305-535-2649 Paris Alle nell, Consed	
Andrew Frey		305 FF 6069	otics @ gunstel	
To Flores	Riet FIL	305-344-1443	305-949-1447 Jun. Flores PFZJ. eds	2
MURIT SABOYT	Elections	305-499-8568	0) 4 & MAN 1345.60	
MINNY RIVERS	clections	316 35% 2819	P. VEROMENIMIONE-COL	7
CALUS LERENOUNO	PERKINS+WILL	305-569-1362	Carlos, Avrede de E.	



NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE JUNE 29, 2005 CITY OF MIAMI BEACH

SIGN-IN SHEET

PLEASE PRINT LEGIBLY

NAME	ORGANIZATION / DEPT.	PHONE NO.	FAX /EMAIL	
GLUT Frah	AED Nam!	(L76)he-888	ERFISCHE A HEDWOLL	SK C
FISIC YUAR	MBFD	305.673.7120		
June Groveren	PERKINS + WILL	305.569.1333	305 See. 13 34	
CARLES ARACCONDO				
GNESIUL REDFOND	NEIGHBOX4 GARSIELLE	305 205 3213	305 531 6357 FAC.	
Jonas Gomez	CMB Planning	ossl X	·	
Bob Switter	JOSO, 30, 760, Challed Howard 205-534-4757 305-538-4587	124-425-50E NO	705-35.85-30K	
OSCAR SAENZ	SAVING MILER DESIGN STUDIO 205-538-9002 305-530-9002	908-838-900	205-53-906 L	
JOHN HEFFERNAN	MAYAR'S OFFICE	04S7		
A C MEINGTEIN	SWYDOST	SPC MIRMISUADOS	MSCAPOSI	



NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE JUNE 29, 2005 CITY OF MIAMI BEACH

SIGN-IN SHEET

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NAME	ORGANIZATION / DEPT.	PHONE NO.	FAX /EMAIL
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Bha Modrings		1030	2600
Robert PARCHER	CIGN CLENTL	1174	
BARIS MILLER	SAVINO E MILLERA SIGN 305 538 900	255329an	534 2042
FRANK DELVECHU	301 OC.VR.		
Ful Covill	Ciny Atomy		
Just 11.4 th	Norgherhood Signer		
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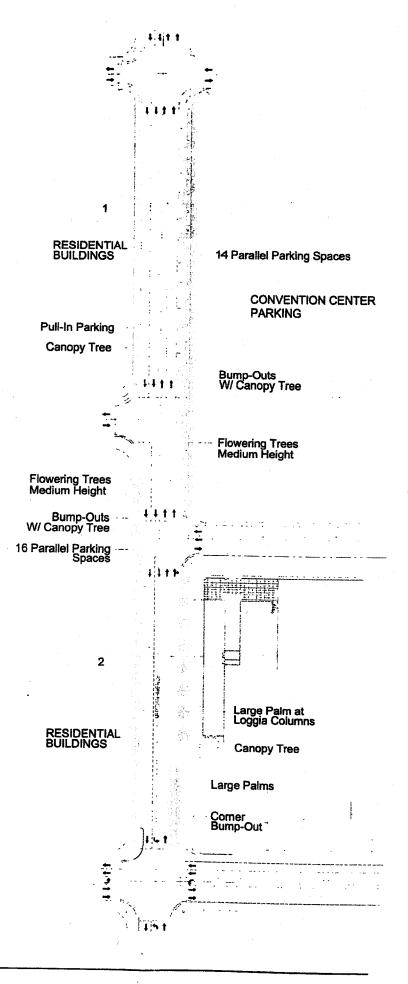
NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE CITY OF MIAMI BEACH

JUNE 29, 2005

SIGN-IN SHEET

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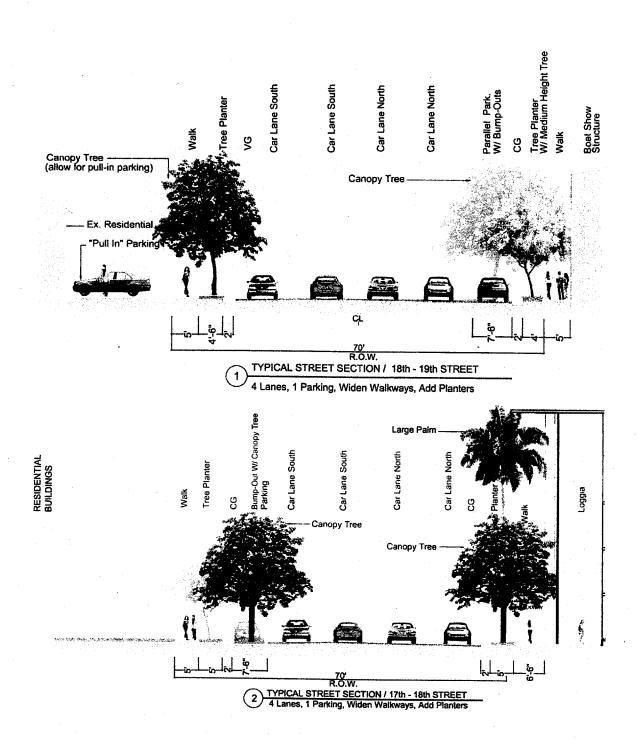
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Page 62



b. Preferred Streetscape Option Plans and Sections



EXPANDING CULTURAL AND EDUCATIONAL FACILITIES

Should the Wolfsonian, a museum of Florida International University, in order to expand its cultural and educational facilities, be permitted a floor area ratio of 3.5 on property it owns or will acquire for the purpose of such expansion?

3

Neighborhood/Community Affairs Committee Wednesday, June 29, 2005

Discussion regarding early voting for the November 1, 2005 General Election and November 15, 2005 Runoff Election, if one is required.

BACKGROUND INFORMATION:

- 1. Miami-Dade County Elections has advised the City Clerk's office to project a cost of \$1,500 per day for each early voting site. In the past, Miami Beach City Hall was the only early voting site for the City's General Election.
- 2. 2003 early voting was for 6 days beginning on a Monday, and ending on a Saturday. Monday, Tuesday and Wednesday 12 noon until 7 p.m. (7 hours)
 Thursday and Friday 9 a.m until 4 p.m. (7 hours)
 Saturday 9 a.m until 7 p.m. (10 hours)
- 3. The cost for a 6 day early voting period is estimated to be about \$9,000, plus the overtime for Saturday.
- 4. November 2003 General Election voting statistics:

Votronic 5,939 or 89.5% Absentee 383 or 5.8% Early Voting 309 or 4.7%

Total 6.631

5. Regarding the Miami-Dade County petition drives to change Miami-Dade County form of government and the manner of approving procurement contracts, the Miami-Dade County Elections Department has advised that they are presently verifying signatures and will not know if significant signatures were obtained to call a special election until late July or early August.

COMMITTEE CONSIDERATIONS:

- Does the Neighborhood/Community Affairs Committee wish to recommend early voting for the:
 - A. General Election?
 - B. Runoff Election? (FYI -In 2003, there was no early voting for the Runoff Election)
- 2. If yes for the General Election:
 - A. How many days in advance?
 - B. Hours of operation?
- 3. If yes for the Runoff Election, only Saturday, November 12 and Sunday, November 13 are possible.

Parcher, Robert

From: Acosta-Thatcher, Alicia (Elections) [soeaat@miamidade.gov]

Sent: Wednesday, May 04, 2005 8:36 PM

To: Parcher, Robert

Subject: FW: Miami Beach Estimated Costs

Bob,

See information below regarding Early Voting services and charges.

Alicia Acosta-Thatcher
Assistant Supervisor of Elections/Operations
Miami-Dade Elections Department
2700 NW 87th Avenue
Miami, FL 33172
305-499-8403 / 305-499-8547 Fax
SOEaat@miamidade.gov
http://elections.miamidade.gov

"Delivering Excellence Every Day"

"Con Excelencia, Día Tras Día" "Livre Bon Kalite Sèvis Chak jou"

----Original Message----

From: Mendez, John (Elections)

Sent: Wednesday, May 04, 2005 2:12 PM

To: Acosta-Thatcher, Alicia (Elections); Saboya, Maria (Elections)

Cc: Sola, Lester (Elections); Townsley, Penelope (Elections); Korman, Ivy (Elections)

Subject: RE: Miami Beach Estimated Costs

Alicia.

The estimated cost for early voting that we typically use is \$1,500 per day for each site. Attached is a breakdown prepared by Miriam Rivero (thanks Miriam) of the daily cost. The total cost in the spreadsheet shows the cost at \$871 per eight day for each site. However, that cost does not include fringe benefit amounts for MICA/FICA which is 7% above the hourly rate for seasonal employees; rental fee (if any) for the facility, custodial fees, or security charges (if any). Furthermore, the \$871 per day/site figure assumes a simple election with a low voter turnout requiring only a staff of eight (8) at the site. With additional early voting sites and days, the cost per site increases as other factors come into play such as staff overtime (over 8 hour days/40 hour week); roving supervisors and their transportation used to cover the early voting sites; and security costs will increase exponentially.

I hope this helps. Should you have any questions or need further clarification regarding this matter, I can be contacted at 305-499-8549 (office) or 305-972-8300 (mobile). Thank you!

----Original Message----

From: Acosta-Thatcher, Alicia (Elections) Sent: Tuesday, May 03, 2005 6:27 PM

To: Saboya, Maria (Elections); Mendez, John (Elections)

Cc: Sola, Lester (Elections); Townsley, Penelope (Elections); Korman, Ivy (Elections)

Subject: Miami Beach Estimated Costs

I spoke to Bob Parcher (City clerk) today. He plans to present to his City Commission the estimated costs of running the full 15 days of EV. From



EARLY VOTING COST ESTIMATE

BREAKDOWN ESTIMATED COST FOR REGULAR SITE 8 PEOPLE (1 CLERK, 2 REGISTRARS, 2 DATA ENTRY, 1 ACT/DEM, 1 ES/ACT AND 1 DEPUTY)

# SILES	CLERKS PER STEE	EV STAFF	STAND-BY	TOTAL	
	TENORIE	FERSILE	PER SITE	PER SITE FOR	
1 SITE		7	1	\$870.58	
					7
				TOTAL	

BASED ON SEASONAL PERSONAL @ RT \$11.36 PER HOUR EXCEPT FOR 1 CLERK WHO IS PAID RT \$11.93 PER HOUR (BENEFITS NOT FACTORED IN),

Parcher, Robert

RUNOFF ELECTION

From:

Sola, Lester (Elections) [SOLAL@miamidade.gov]

Sent:

Saturday, June 04, 2005 10:05 AM

To:

communication of the

Parcher, Robert

Subject:

Re: Early Voting - Miami Beach

Yes, we would do it on Saturday and Sunday. We can explore the possibility of doing it also on Friday but your cost are going to soar due to the holiday.

Lester Sola
Supervisor of Elections
Miami-Dade County Elections Department
2700 NW 87 Avenue, Miami, FL 33172
305-499-8683 (office)
305-468-2507 (fax)
305-308-9285 (cell)

http://elections.miamidade.gov
"Delivering Excellence Every Day"
Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes
concerning public records. E-mail messages are covered under such laws and thus subject to
disclosure.

----Original Message----

From: Parcher, Robert <RobertParcher@miamibeachfl.gov>

To: SOLAL@miamidade.gov <SOLAL@miamidade.gov>

CC: IKORELE@miamidade.gov <IKORELE@miamidade.gov>; COOP2@miamidade.gov <COOP2

@miamidade.gov>; soeaat@miamidade.gov <soeaat@miamidade.gov>

Sent: Sat Jun 04 06:16:14 2005

Subject: Re: Early Voting - Miami Beach

Regarding a Miami Beach Runoff, if one is necessary, and early voting, Friday, Nov 11 is a holiday. From your email I understand that Saturday, Nov 12 and Sunday, Nov. 13 could be early voting date.

Please confirm.

Thanks all. Bob

Robert Parcher City of Miami Beach City Clerk

----Original Message-----

From: Sola, Lester (Elections) <SOLAL@miamidade.gov>
To: Parcher, Robert <RobertParcher@miamibeachfl.gov>

CC: Korman, Ivy (Elections) <IKORELE@miamidade.gov>; Townsley, Penelope (Elections) <COOP2@miamidade.gov>; Acosta-Thatcher, Alicia (Elections)

<soeaat@miamidade.gov>

Sent: Fri Jun 03 23:23:39 2005

Subject: RE: Early Voting - Miami Beach

If you do early voting, we would request that you only have it during the weekend prior to the run-off. Please let me know if you need additional information.

From: Parcher, Robert [mailto:RobertParcher@miamibeachfl.gov]

Sent: Thursday, June 02, 2005 3:08 PM

To: Sola, Lester (Elections)

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Commission Meetings

Possible Commission Retreat

Pre-Scheduled Alternate

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov

Members of the City Commission,



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

REPORT OF THE JULY 11, 2005 - LAND USE AND DEVELOPMENT

COMMITTEE MEETING

A meeting of the Land Use and Development Committee was held on Monday, July 11, 2005 at 4:15 p.m. in the City Manager's Large Conference Room. The following were in attendance: Vice-Mayor Matti Herrera Bower, Commissioner Luis R. Garcia, Jr. and Commissioner Saul Gross.

 DISCUSSION REGARDING THE RAMBLAS PIECE OF THE FLAMINGO / LUMMUS NEIGHBORHOOD (DREXEL AVENUE). Referred at the May 18, 2005 Commission Meeting.

Jorge Chartrand, Acting CIP Director: presentation/overview. Cesar Garcia Pons: overview of BODR/Design issues.

Public Discussion

Stacy Lotspeich:

Supportive of median.

Frank Del Vecchio:

Raises concerns with median. Advocates median approach.

Erika Brigham: Rafael Roig:

Concern with median, specifically impact caused by double

parking, emergency vehicles, deliveries.

Scott Robins:

Supports median.

Bradshaw Lotspeich:

Drexel Avenue is a good promenade/linkage, but concerned with

integrating a median and traffic.

Melissa Dunn:

Supports median as it would discourage double parking.

Claire Tomlin:

Supports median as it would provide a visual focal point and

improved connection.

Roberto Datorre:

Supportive of better pedestrian connectivity (wider sidewalks).

Scott Needleman:

Concern with loss of parking and supports improved pedestrian

connection; concern with median approach.

Harriet Dinari:

Suggests improved wayfinding signage.

Judith Ozer:

Improved signage and walkway.

Adam Shedroff:

Median plan is problematic for Drexel Avenue residents as it would

split the street in two; it would impact parking spaces; concern with

double parking, loading, etc.

Glenn Boyer:

Pedestrian connection makes sense and widening the sidewalks is

best way to achieve.

Agenda Item

Date 7-27-05

July 27, 2005 City Commission Memorandum Land Use and Development Committee Report - July 11, 2005 Page 2 of 3

Neal Kohli:

Supports better connection along Drexel in general (median or

sidewalk).

Andrew Cohen:

Supports median.

Ben Castera:

Supports sidewalk version.

Vice-Mayor Bower:

Connection/improvement is necessary, but median not practical. Concern with practical issues of a median, such as moving trucks. Commissioner Gross:

Widening sidewalks seems to be a more practical connection.

Commissioner Garcia: Likes concept of median, but has a concern with certain aspects: 1) lack of circles at intersection; 2) Double parking/emergency vehicles. Would like to see canopy as opposed to Palm trees.

Scott Robins and Stacy Lotspeich indicate that a sidewalk approach is acceptable.

Tim Hemstreet suggests that the Administration evaluate all encroachments in more detail.

Cesar Garcia indicates that a study of all encroachments exists.

Commission Gross Motion: Abandon center median and widen sidewalks and have the Administration make a recommendation on any encroachments.

Commissioner Garcia recommends an amendment that the connection between 15th Street and Espanola Way be enhanced.

Vice Mayor Bower seconds the motion. Passed: 3-0

DISCUSSION REGARDING REMOVAL OF HISTORIC SIGNS. Referred at the 2. June 8, 2005 City Commission Meeting.

Commissioner Saul Gross motion to recommend approval by the full Commission; Vice Mayor Matti Bower seconded the motion. Passed 3-0.

COMMISSIONER GARCIA LEAVES.

RECONSTRUCTION OF **DEMOLISHED** 3. DISCUSSION REGARDING PROPERTIES AND ENGINEERING REQUIREMENTS. Referred at the June 8, 2005 City Commission Meeting.

Commissioner Saul Gross motion to recommend approval by the full Commission; Vice Mayor Matti Bower seconded. Passed 2-0.

Selection of Engineers by RFQ; discuss specifics with City Manager. Ordinance should be amended so that the property owner only pays the costs of an independent Engineer if it is determined that the building can be saved in time; property may be liened to assure payment if the building cannot be saved, the City pays the costs of an independent Engineer.

July 27, 2005 City Commission Memorandum Land Use and Development Committee Report – July 11, 2005 Page 3 of 3

4. <u>DISCUSSION REGARDING NONCONFORMING STRUCTURES.</u> Referred at the June 8, 2005 City Commission Meeting.

Commissioner Gross suggests a number of minor structural and technical changes that can be addressed separately with the City Attorney.

Commissioner Saul Gross motion to recommend approval by the full Commission; Vice Mayor Matti Bower seconded the motion. Passed 2-0.

6:35 p.m. meeting adjourned.

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LAND USE AND DEVELOPMENT COMMITTEE July 11, 2005 at 4:00 p.m. City Manager's Large Conference Room

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LAND USE AND DEVELOPMENT COMMITTEE July 11, 2005 at 4:00 p.m. City Manager's Large Conference Room

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CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

REPORT OF THE GENERAL OBLIGATION BOND OVERSIGHT

COMMITTEE MEETING OF JULY 11, 2005

The General Obligation Bond Oversight Committee ("Committee") met on July 11, 2005. At the meeting, the Committee considered the following issues.

The Committee reviewed and accepted the minutes from the June 6, 2005 General Obligation Bond Oversight Committee meeting.

CONTINGENCY REPORT

The Administration informed the Committee that no new change orders had been approved.

DISCUSSION ITEMS

Per the recommendation of the Committee, a revised project report format was presented. After discussion, the Committee decided not to adopt the new format but instead, recommended that additional budget data be added to the original report format. A new revised version will be presented at the Committee meeting on September 12, 2005.

RECOMMENDATION TO THE CITY COMMISSION

The Administration recommended that the General Obligation Bond Oversight Committee recommend that the Mayor and City Commission award a professional service Agreement to EAC Consulting, Inc., in the amount of \$1,186,807.00, to provide engineering, urban design, and landscape architecture for design, bid and award, and construction administration services for the **Biscayne Point Right-of-Way Infrastructure Improvement Project**.

The City of Miami Beach Commission approved the original Biscayne Point Basis of Design Report (BODR) on October 15, 2003. Negotiations with the original consultant to undertake design, bid and award construction later failed. On September 8, 2004, the City Commission, in recognition of moving forward with the project, issued an RFQ for the Biscayne Point ROW Streetscape Improvement Project. RFQ No. 42-03/04 was issued and by February 11, 2005 an evaluation committee met to evaluate the eight candidates. After in depth analysis, EAC Consulting, Inc. was ranked first among the eight candidates.

Agenda Item_

Date 7-∞

City Commission Memorandum
July 27, 2005
July 11, 2005 General Obligation Bond Oversight Committee meeting
Page 2 of 4

A Committee member expressed concern regarding the large variance between the original budget and the current budget; and whether or not all projects carried a similar variance. The Administration advised the Committee that the variances were due to Stormwater and Water and Sewer Bond reallocations done a few years ago to address priority stormwater basins and priority water lines, as well as the infusion of RDA funds.

The Committee recommended that the Mayor and City Commission award the A/E Agreement.

The Administration recommended that the General Obligation Bond Oversight Committee recommend that the Mayor and City Commission award a professional service Agreement to Calvin Giordano & Associates, Inc., in the amount of \$1,250,423.00, to provide engineering, urban design, and landscape architecture for design, bid and award, and construction administration services for the North Shore Right-of-Way Infrastructure Improvement Project.

The City of Miami Beach Commission approved the original North Shore Neighborhood Basis of Design Report (BODR) on July 30, 2003. Negotiations with the original consultant, The Corradino Group, to undertake design, bid and award construction later failed. On September 8, 2004, the City Commission, in recognition to move forward with the project, issued an RFQ for the North Shore Right-of-Way Streetscape Improvement Project. RFQ No. 41-03/04 was issued and by February 7, 2005 an evaluation committee met to evaluate the ten candidates. After in depth analysis, Calvin Giordano & Associates, Inc. was ranked first among the ten candidates.

The Committee recommended that the Mayor and City Commission award the A/E Agreement.

The Administration recommended the General Obligation Bond Oversight Committee's support of the **South Pointe Park** draft Basis of Design Report (BDOR) as presented. The final BODR will be presented to City Commission for consideration at its July 27, 2005 meeting.

Although originally funded in part by GO Bond Funds, the project is currently funded completely from South Pointe RDA Tax Increment Financing (TIF) Funds. Because the project was originally funded in part by GO Bond funds, the Administration elected to bring the BODR to the GO Bond Oversight Committee for recommendation to the City Commission.

Hargreaves Associates, the consultant contracted to plan and design the park improvements, presented the Committee, Administration and a citizen group called "Responsible Dog Owners of Miami Beach" with a 10-minute presentation outlining the proposed changes to South Pointe Park.

City Commission Memorandum July 27, 2005 July 11, 2005 General Obligation Bond Oversight Committee meeting Page 3 of 4

Anticipated Park improvements consist of:

- Redesigned park entrance at Washington Avenue and Ocean Drive
- New pavilion building, including a small concession area
- New restroom facility
- Pedestrian walkways
- Playground
- Dog Park area
- Extensive Landscaping
- Irrigation
- Site lighting

After a lengthy discussion, the Committee voted to recommend the adoption of the \$10.2 million BODR.

PROJECT STATUS REPORT

The Committee was informed that on June 22, 2005 pouring began for the grade beams at **Fire Station No. 2**. The electrical and plumbing contractors have begun their rough work. Once this is completed, the area will be backfilled and compacted. The first floor slab is scheduled to be completed by July 22, 2005.

The Administration informed the Committee that the **Fire Station No. 4** project is 40 days behind schedule, but the contractor is trying to put the project back on schedule.

The Committee asked about the resolution with Surety on the pool portion of the **Normandy Isle Park and Pool project**. The Administration explained that a settlement of \$475,000 was reached on June 22, 2005 and was approved by the Commission on July 6, 2005. The Administration described in detail how this figure was derived and the funding available for the City to complete the project. The Administration also noted that the construction of the pool portion would be performed by JOC contractor, scheduled to start in fall 2005 and be complete by summer 2006.

The Administration informed the Committee that the restroom demolition and phase II of the sidewalk at **Lummus Park** is complete. Construction of the new restrooms is underway.

City Commission Memorandum July 27, 2005 July 11, 2005 General Obligation Bond Oversight Committee meeting Page 4 of 4

Informational Items

The updated calendar of Community Meetings was presented to the Committee, but not discussed.

The Committee was provided with a status report of the Washington Avenue Streetscape project, which was not reviewed during the meeting.

Attachment.

T-VACENDA

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution Of The Mayor And City Commission Of The City Of Miami Beach, Florida, Approving An Amendment In The Amount Of \$53,795.25 To The Agreement Between The City Of Miami Beach And URS Corporation-Southern For Program Management Services.

Issue:

Shall the City Commission Approve An Amendment In The Amount Of \$53,795.25 To The Agreement Between The City Of Miami Beach And URS Corporation-Southern For Program Management Services?

Item Summary/Recommendation:

On June 27, 2001, the City Commission adopted Resolution 2001-24499, entering into a professional services agreement with URS Corporation-Southern (URS) for Program Management Services, to manage construction projects for Facilities and Parks.

Over the past few months, the CIP Office has experienced several vacancies in staffing the department. The CIP Office project manager for several projects that fell under the URS agreement resigned from the City. Due to this staffing issue, the CIP Office amended URS' agreement to provide additional services on projects falling under the Program Management agreement for approximately two months. These additional services will expire at the end of July 2005. The vacancies in the CIP Office are being addressed through on-going recruitment efforts. However, there are still a few projects that fall under that URS agreement that need to be closed out. These include the Scott Rakow Youth Center project (Phase I), the Miami Beach Golf Course Clubhouse and Maintenance Yard, and the Regional Library project. While all of these facilities have received Temporary Certificates of Occupancy (TCOs), allowing for general use, the projects still have items that need to be closed out with the contractor.

The CIP Office has requested a proposal from URS for additional services to provide Project Manager staffing for the CIP Office. URS proposed an additional 16 weeks of Project Manager staffing for a total of \$53,795.25. Effective August 1, 2005, this would provide the CIP Office with one URS Senior Project Manager through the middle of November 2005.

The Administration recommends the approval of an amendment in the amount of \$53,795.25 to the Agreement between the City of Miami Beach and URS Corporation-Southern for Program Management Services, to provide Project Manager staffing.

Advisory Board Recommendation:

N/A

Financial Information:

Source of		Amount	Account	Approved
Funds:	1	\$53,795.25	CIP Office Operational Budget	
	2			
Finance Dept.	Total	\$53,795.25		

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AGENDA ITEM _ C74

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY

OF MIAMI BEACH, FLORIDA, APPROVING AN AMENDMENT IN THE AMOUNT OF \$53,795.25 TO THE AGREEMENT BETWEEN THE CITY OF MIAMI BEACH AND URS CORPORATION-SOUTHERN FOR PROGRAM

MANAGEMENT SERVICES.

ADMINISTRATION RECOMMENDATION:

Adopt the Resolution.

FUNDING:

Funds are available from the Capital Improvement Projects (CIP) Office operating budget.

ANALYSIS:

On June 27, 2001, the City Commission adopted Resolution 2001-24499, entering into a professional services agreement with URS Corporation-Southern (URS) for Program Management Services, to manage construction projects for Facilities and Parks. Since 2001, URS has been performing these services for a variety of Parks and Facilities projects, including the Scott Rakow Youth Center project, the Miami Beach Golf Course project, the Regional Library project and others.

Over the past few months, the CIP Office has experienced several vacancies in staffing the department. The CIP Office project manager for several projects that fell under the URS agreement resigned from the City. Due to this staffing issue, the CIP Office amended URS' agreement to provide additional services on projects falling under the Program Management agreement for approximately two months. These additional services will expire at the end of July 2005.

The vacancies in the CIP Office are being addressed through on-going recruitment efforts. However, there are still a few projects that fall under that URS agreement that need to be closed out. These include the Scott Rakow Youth Center project (Phase I), the Miami Beach Golf Course Clubhouse and Maintenance Yard, and the Regional Library project. While all of these facilities have received Temporary Certificates of Occupancy (TCOs), allowing for general use, the projects still have items that need to be closed out with the contractor.

City Commission Memorandum July 27, 2005 URS Additional Services Page 2 of 2

The CIP Office has requested a proposal from URS for additional services to provide Project Manager staffing for the CIP Office. URS proposed an additional 16 weeks of Project Manager staffing for a total of \$53,795.25 (Exhibit 1). Effective August 1, 2005, this would provide the CIP Office with one URS Senior Project Manager through the middle of November 2005. After careful consideration, the CIP Office believes that this time will be sufficient enough to complete the recruitment of additional staff, and have the projects mentioned above closed out. Sufficient funds exist in the CIP Office operational budget to fund this amendment.

RECOMMENDATION:

The Administration recommends the approval of an amendment in the amount of \$53,795.25 to the Agreement between the City of Miami Beach and URS Corporation-Southern for Program Management Services, to provide Project Manager staffing.

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June 30, 2005

RECEIVED

2005 JUN 31 AM II: 10

CITY OF MIAMI BEACH
CAPITAL FOR MIAMI BEACH
PROJECTS

Jorge E. Chartrand
Acting Director
Capital Improvement Projects Office
City of Miami Beach
1700 Convention Center Drive
Miami Beach, Florida 33139

Re: Program Management Services Request Additional Project Manager (16 Wks)

Dear Mr. Chartrand:

As discussed, URS Corporation is pleased to provide the City of Miami Beach an Additional Services Fee proposal for a Senior Project Manager to assist with Planning, Design and Construction Management Services as outlined bellow:

1) Senior Project Manager, Grace Escalante

2) 16 weeks at 32 hours per week (512 hrs at \$105.07/hr.). Subtotal

\$53,795.25

Total Fee

\$53,795.25

We appreciate the opportunity to provide this proposal to the City of Miami Beach. If you have any questions, or require additional clarifications, feel free to contact me at the phone numbers provided below.

Sincerely.

Mestor Fernandez

Assistant Program Director URS Corporation 7650 Corporate Center Drive, Suite 401 Miami, Florida 33126

Tel: 305.884.8900 Fax: 305.884.2665 Cell: 786.229.7398 Direct: 305.514.2472

RESOLUTION TO BE SUBMITTED

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution approving and authorizing execution of an Amendment to the Agreement with Edwards and Kelsey, Inc. for the planning and design of the Venetian Islands Neighborhood Improvement Project to provide additional services.

Issue:

Should the City Commission adopt the Resolution and approve the additional services?

Item Summary/Recommendation:

On November 21, 2002, the City executed an agreement with Edwards and Kelsey Inc. (E&K) for the planning and design of the Venetian Islands and Belle Isle Neighborhood Right of Way Improvement Project. A need for a number of additional services has been identified. Adjustments were required to the type. length and location of water pipes. Originally, approximately 22,240 feet were identified to be replaced in the Neighborhood. An additional 4,045 linear feet of water mains have now been identified to be replaced within the Venetian Islands Project boundaries. In the original Agreement with E&K, the scope for South Island Avenue called for a 7ft sidewalk and a 6ft swale. During the sixty percent (60%) Community Design Review Meeting members of the community asked that the configuration of the sidewalk and swale be revised to a 6ft sidewalk and a 7ft swale instead. It was envisioned that improvements in drainage could be better accomplished with this configuration. The fifty percent design documents that were provided to the Consultant from previous design efforts were based on a single storm water pump station to be located at the NE corner of Belle Isle Park, with discharge via one outfall. After reviewing the proposed design, evaluating the existing conditions and meeting with regulatory agencies, the Consultant established that the proposed pump station would require a greater capacity and would require relocation to the west to offer a more efficient connection point to two existing outfalls, which were deemed required in order to meet the City's Storm Water Master Plan Level of Service. The ROW Improvement Program Manager, Hazen and Sawyer, has recommended these additional services as required to implement the Project. City staff negotiated extensively with E&K to reach agreement on the value of these services. The initial proposal was for \$250,000 which was later extended by E&K to approximately \$450,000. During the negotiations between the parties, the scopes and value of the additional services were more specifically delineated and in the end, the City and E&K have agreed on a final value of \$200,000 to implement the revisions outlined above. The County required the City to revise the documents to provide a perimeter sidewalk along Belle Isle Park, to remove three of the six crosswalks across Island Avenue, and to include a sidewalk along the south side of North Island Avenue. Without these revisions, the County would not approve and/or permit the documents. The current proposed solution eliminates the perimeter sidewalk around the park thus respecting the design of the Belle Park landscape and access plan approved in the Basis of Design Report. The solution, however, adds car bumpers in the parking area which in turn changes the configuration of the street. The proposed solution must be presented to the community as is customary when changes of this magnitude occur in the ROW projects. A meeting is scheduled for August 1, 2005, at 6:00PM at the 20 Island Avenue Condominium community meeting room. The Administration requests approval of the additional services, in the amount of \$200,000, recommended in this memorandum and authorization to execute an Amendment to the Agreement with Edwards and Kelsey, Inc. for modifications to the design of the Venetian Islands portion of the Project which are independent of the Belle Isle changes which will be addressed at a later date.

Advisory Board Recommendation:

N/A

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Source of	Amount Account Approved
Funds:	
Finance Dept.	Total \$200,000

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AGENDA ITEM 27B

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA APPROVING AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF MIAMI BEACH AND EDWARDS AND KELSEY, INC. FOR THE PLANNING AND DESIGN OF THE VENETIAN ISLANDS NEIGHBORHOOD IMPROVEMENT PROJECT TO

PROVIDE FOR ADDITIONAL PROFESSIONAL SERVICES.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

FUNDING

Funding is available from the Venetian Islands/Belle Isle appropriated funds.

ANALYSIS

On November 21, 2002, the City executed an agreement with Edwards and Kelsey Inc. (E&K) for the planning and design of the Venetian Islands and Belle Isle Neighborhood Right of Way Improvement Project with a not-to-exceed fee of \$799,903. Amendments One (1), Two (2), Three (3) and Four (4) for, respectively, the attendance of the consultant at a design review board meeting (\$365), additional survey work within the Venetian Causeway (\$2,000), additional underground utility verification (\$24,750) and design of additional irrigation (\$5,090) were approved on 8/03/03 and 3/23/04 increasing the total contract value to \$832,108.

As work on the Project has continued, a need for a number of additional services has been identified. Original scopes of work were prepared for the various neighborhood consultants based upon input from the various Departments, such as the Planning and Public Works Departments. Underground utility infrastructure requirements were identified originally through the respective utility master plans, which were further refined at the onset of the program via a series of meetings that were intended to identify those utilities that required replacement. As the planning and design phases progressed, field data collection and system evaluation activities identified the need for additional water mains to be replaced based upon anticipated system capacity requirements and the end of useful life criteria.

City Commission Memorandum
Amendment to E&K's Agreement for the Planning and Design of the Venetian Islands Neighborhood ROW Project
July 27, 2005
Page 2 of 4

A water main replacement program was established with three priority levels: this effort took appropriately 24 months to complete. Sufficient funding was determined to be available to replace all identified citywide Priority 1 water mains (undersized pipes that need to be increased in size to meet increased demand and fire safety supply requirements) and Priority 2 water mains (galvanized iron pipes that need to be replaced). However, funding shortfalls precluded the replacement of all but the most important Priority 3 water mains (iron pipes that need to be replaced because of extensive tuberculation).

In an effort to move the neighborhood improvement projects forward, detailed design activities proceeded on a parallel path to the water main replacement investigative effort. As a result, adjustments were required to the type, length and location of pipes well into the design process. Originally, approximately 22,240 feet were identified to be replaced in the Neighborhood. Some of these were not included in the prioritized listing when it was initially completed. Other pipes that had not been part of the original scope were later identified to be included in the completed prioritized listing. Therefore, it became necessary to amend the original Agreement with the consultants to provide the consultants with the requisite compensation to design, permit, and provide construction administration services for the additional water system work identified. As a result of these analyses, an additional 4,045 linear feet of water mains were identified to be replaced within the Venetian Islands Neighborhood Improvement Project boundaries.

In the original Agreement with E&K, the Scope for South Island Avenue called for a 7ft sidewalk and a 6 ft swale. During the sixty percent (60%) Community Design Review Meeting (CDRM), the members of the community asked that the configuration of the sidewalk and swale be revised to a 6ft sidewalk and a 7ft swale instead. It was envisioned that improvements in drainage could be better accomplished with this configuration. The Administration agreed to this change, and additional services are needed to implement the revision.

Also, the fifty percent (50%) design documents that were provided to the Consultant from previous design efforts were based on a single storm water pump station to be located at the northeast corner of Belle Isle Park, with discharge via one outfall. After reviewing the proposed design, evaluating the existing conditions and meeting with jurisdictional regulatory agencies, the Consultant established that the proposed pump station would require a greater capacity and would require relocation to the west to offer a more efficient connection point to two existing outfalls, which were deemed required in order to meet the City's Stormwater Master Plan Level of Service. This relocation and re-engineering of the pump station capacity also requires additional design, the City has agreed that their new evaluation of capacities and location should be considered and that the consultant should be compensated for the additional effort.

The Neighborhood ROW Improvement Program Manger, Hazen and Sawyer (H&S), has recommended these additional services as required to implement the Project. The City staff negotiated extensively with E&K to reach agreement on the value of these additional services. The initial proposal was for \$250,000 which was later extended by E&K to

City Commission Memorandum
Amendment to E&K's Agreement for the Planning and Design of the Venetian Islands Neighborhood ROW Project
July 27, 2005
Page 3 of 4

approximately \$450,000. During the negotiations between the parties, the scopes and value of the additional serves were more specifically delineated and in the end, the City and E&K have agreed on a final value of \$200,000 to implement the revisions outlined above.

The City provided the Construction Documents to Miami-Dade County, as the regulatory agency for transportation issues, for review. The County required the City to revise the documents to provide a perimeter sidewalk along Belle Isle Park, to remove three of the six crosswalks across Island Avenue, and to include a sidewalk along the south side of North Island Avenue. Without these revisions, the County would not approve and/or permit the documents. Since the Miami-Dade County Public Works Department has jurisdictional authority over traffic matters, the City entered into conversations and evaluations as to the best approach to satisfy the County's concerns while at the same time addressing the City's needs and design which is already blessed by the community. These discussions have taken a lengthy amount of time and just recently both parties have reached a tentative agreement on the matter. The current proposed solution eliminates the perimeter sidewalk around the park thus respecting the design of the Bell Park landscape and access plan approved in the Basis of Design report (BODR). The solution, however, adds car bumpers in the parking area which in turn changes the configuration of the street. The solution maintains the need for a new sidewalk at the north side of the Venetian Causeway for parking access.

The proposed solution must be presented to the community as is customary when changes of this magnitude occur in the ROW projects. A meeting is scheduled for August 1, 2005, at 6:00PM at the 20 Island Avenue Condominium community meeting room. The meeting has been formally advertised and it has been confirmed that many members of the community plan to be in attendance.

Because the issues related to the Belle Isle portion of the project are unrelated to the issues in the Venetian Islands portion, the City recommends that the additional services described above for the Venetian Islands portion be approved in order to maintain progress on the Project. The consultant has continued to work on the construction documents and is approaching ninety percent (90%) completion but requires the additional services to complete the design and make the necessary modifications to the design previously agreed. The Belle Isle portion of the design is already at ninety percent (90%) completion and is awaiting resolution of the County's requirements and the presentation to the community to proceed towards executing any necessary changes and completion of the design.

It is estimated that the revisions required to comply with County requirements will extend the design process for the Belle Isle portion approximately three months. The City is currently awaiting a proposal from E&K to implement the outlined revision to the documents as soon as the community meeting and final decisions occur. It is anticipated that the negotiation on this part of the revised scope will be concluded promptly and an additional Amendment to the Agreement will be presented to the City Commission if

City Commission Memorandum
Amendment to E&K's Agreement for the Planning and Design of the Venetian Islands Neighborhood ROW Project
July 27, 2005
Page 4 of 4

necessary at the September meeting.

CONCLUSION

The Administration requests approval of the additional services, in the amount of \$200,000, recommended in this memorandum and authorization to execute an Amendment to the Agreement with Edwards and Kelsey, Inc. for modifications to the design of the Venetian Islands portion of the Project.

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AMENDMENT NO. 5 TO THE PROFESSIONAL LANDSCAPE ARCHITECTURAL AND ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF MIAMI BEACH, FLORIDA AND EDWARDS AND KELCEY, INC, DATED NOVEMBER 21, 2002,

FOR THE PROVISION OF ADDITIONAL WATER AND STORMWATER DESIGN SERVICES IN AN AMOUNT NOT-TO-EXCEED \$200,000 FOR NEIGHBORHOOD NO. 13 – VENETIAN ISLANDS

This Amendment No. 5 to the Agreement made and entered this _____day of ______, 2005, by and between the CITY OF MIAMI BEACH, a Municipal Corporation existing under the laws of the State of Florida (hereinafter referred to as CITY), having its principal offices at 1700 Convention Center Drive, Miami Beach, Florida 33139, and Edwards and Kelcey, Inc, (formerly known as Kunde Sprecher), having its offices at 7300 North Kendall Drive, Suite 400, Miami Florida, 33156 (hereinafter referred to as CONSULTANT).

RECITALS

WHEREAS, pursuant to Request for Qualifications (RFQ) No. 10-0001, the Mayor and City Commission adopted Resolution No. 2002-25071, on November 21, 2002, approving and authorizing the Mayor and City Clerk to execute an Agreement with Edwards and Kelcey, Inc, for Professional Services for the Venetian Islands Neighborhood Right of Way Improvement Project (the Project); and

WHEREAS, the Agreement provided for the detailed planning, design, bid, award and construction services for various streetscape / landscape / utility improvements within the Venetian Islands neighborhood; and

WHEREAS, the Agreement was executed for a not-to-exceed amount of \$799,903; and

WHEREAS, on August 3, 2004, the Capital Improvements Project (CIP) Office processed Amendment No. 1 via an administrative approval to the Agreement, for the preparation and attendance of the Consultant at a previously unforeseen Design Review Board meeting, for a not-to-exceed amount of \$365; and

WHEREAS, on August 3, 2003, the Capital Improvements Project (CIP) Office processed Amendment No. 2 via an administrative approval to the Agreement, for the

Page 1 of 5
MB:Amendment No.5 - DRAFT 04 25 05.doc

preparation of additional survey work within the Venetian Causeway right of way, for a not-to-exceed amount of \$2,000; and

WHEREAS, on March 23, 2004, the Capital Improvements Project (CIP) Office processed Amendment No. 3 via an administrative approval to the Agreement, for the performance of additional underground utility verification (soft-dig) services, for a not-to-exceed amount of \$24,750; and

WHEREAS, on March 23, 2004, the Capital Improvements Project (CIP) Office processed Amendment No. 4 via an administrative approval to the Agreement, for the design of additional irrigation at Parks Department request, for a not-to-exceed amount of \$5,090; and

WHEREAS, this proposal has been evaluated by Hazen & Sawyer, the City's Program Manager, and the CIP Office.

NOW, THEREFORE, the parties hereto, and in consideration of the mutual promises, covenants, agreements, terms, and conditions herein contained, and other good and valuable consideration, the respect and adequacy are hereby acknowledged, do agree as follows:

1. **ABOVE RECITALS**

The above recitals are true and correct and are incorporated as a part of this Amendment No. 5.

2. MODIFICATIONS

The Agreement is amended as defined in Schedule "A-5", attached herein.

3. OTHER PROVISIONS.

All other provisions of the Agreement, as amended, are unchanged.

4. **RATIFICATION.**

The City and Consultant ratify the terms of the Agreement, as amended by this Amendment No. 5.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 5 to be executed in their names by their duly authorized officials as of the date first set forth above.

ATTEST:	CITY OF MIAMI BEACH
	By

City Clerk	Jorge E. Chartrand Acting Director, CIP Office
ATTEST:	CONSULTANT: EDWARDS AND KELCEY, INC
Witness:	ByTITLE:
Print Name	 Print Name

Page 3 of 5 MB:Amendment No.5 - DRAFT 04 25 05.doc

SCHEDULE "A-5"

SCOPE OF SERVICES

Schedule "A" entitled, "Scope of Services", is amended as follows: ADD the Following under Task 5 – ADDITIONAL SERVICES

Task 5.1 – Additional Design Services:

The CONSULTANT shall furnish additional design services associated with water and stormwater improvements as noted below:

- Task 5.1.1 Additional Water Main Design: After the original scope of services was executed, the City's Public Works Department requested that additional water mains be replaced within the boundaries of the project area. To this end, the following revisions to the water main replacement scope are made herein:
 - o An addition of 1,405 linear feet of water main on Belle Isle
 - A reduction of 790 linear feet of water main on Rivo Alto
 - An addition of 850 linear feet of water main on Di Lido
 - An addition of 1.000 linear feet of water main on San Marino

In addition, the CONSULTANT shall design all proposed water mains replacements as 8-inch diameter lines, with the exception of the Belle Isle, which shall be replaced with 12-inch diameter mains to meet fire flow requirements on the predominantly high-rise, multi-family zoned neighborhood.

- Task 5.1.2 Revisions to Sidewalk / Swale Widths after CDRM No. 1 As noted in Task 2 of the original scope of services, as direction to revise the ROW cross section on Belle Isle - adjust sidewalk width from 7 to 6 feet, and concurrently widen the swale from 6 to 7 feet along the perimeter of South Island Avenue, was made by the City after CDRM No. 1, the CONSULTANT shall be compensated for this work as an additional services.
- Task 5.1.3: Redesign of the proposed Belle Isle Stormwater System The existing ~50% design documents that were provided to the CONSULTANT were based on a single pump station to be located at the northeast corner of Belle Isle Park, with discharge via one outfall. After reviewing the proposed design, evaluating existing conditions, and meeting with jurisdictional regulatory agencies, the CONSULTANT established that the proposed pump station would require a greater capacity and would require relocation to the west to offer a more efficient connection point to two existing outfalls, which were deemed required to meet the City's Stormwater Master Plan Level of Service.

Page 4 of 5
MB:Amendment No.5 - DRAFT 04 25 05.doc

TIME OF COMPLETION

Based on the scope of this Amendment No. 5, the following submittal dates shall apply:

- Bid Package 13B: Belle Isle and Belle isle Park: 100% Design Completion stage documents for internal City permitting reviews due on ______.
 (Note: CIP/CMB-PWD needs to resolve sidewalk issue on Belle Isle with MP-PWD, prior to E&K establishing 100% submittal date).
- Bid Package 13C: Venetian Islands ROW Improvements: 90% design completion stage documents due on ______. (Note: CIP / PM to schedule and complete the encroachment field review for Venetian Islands so that information can be incorporated into the 90% submittal documents. E&K can then establish a 90% submittal date).

PAYMENT AND COMPENSATION

The method for calculating the fees for the aforementioned proposed engineering services (Task 5.1) is established in Exhibit 'A-5' attached, based on estimated labor plus direct costs. The total fee proposed for this Scope of Work shall be on a not-to-exceed basis in the amount of \$200,000. Invoicing will be monthly and based on hourly rates as defined in the current agreement between Edwards and Kelcey and the City of Miami Beach.

COMPENSATION

- Original Agreement amount \$799,903.
- Amendment No. 1: Additional preparation and participation in Design Review Board Meeting, \$365.
- Amendment No. 2: Additional surveying services, \$2,000.
- Amendment No. 3: Additional Underground Utility Location (soft-dig) services, \$24,750.
- Amendment No. 4: Additional irrigation design at Parks Department request, \$5,090.
- Amendment No. 5: Additional water and stormwater related design efforts, \$200,000.
- Revised Agreement amount \$1,032,108.

RESOLUTION TO BE SUBMITTED

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



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A Resolution Authorizing The City Manager Or His Designee To Apply For And Accept The Following Grant.

Issue:

Shall The City Commission Approve The Application And Acceptance Of Grant Funds?

Item Summary/Recommendation:

The Administration Requests Approval To Authorize The City Manager Or His Designee To Submit A Grant Application To The Florida Department Of Law Enforcement, For FY 2005/06 Byrne Grant Funds In An Amount Not To Exceed \$30,000 For The City's E-Ticketing Initiative; Funding Is Provided Through Miami-Dade County Department Of Human Services (DHS).

The Administration Recommends Approving The Resolution.

Advisory Board Recommendation:

N/A

Financial Information:

Source Of Matching	Grant #	Grant Name/ Project	Grant Amount	Match Amount/Source
Funds:	1	Byrne Grant	Not To Exceed \$30,000	\$6,365 Law Enforcement Trust Fund
Finance				
Dept				

City Clerk's Office Legislative Tracking:

Judy Hoanshelt, Grants Manager, Office Of Budget And Performance Improvement

Sign-Offs:

Department Director Assistant City Manager City Manager

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AGENDA ITEM <u>C7C</u>
DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO SUBMIT A GRANT APPLICATION FOR FUNDS TO MIAMI-DADE COUNTY, FOR FISCAL YEAR (FY) 2005/06 COUNTY BYRNE FUNDS, IN AN AMOUNT NOT TO EXCEED \$30,000, FOR THE CITY'S RECORDS IMPROVEMENT PROGRAM; FURTHER APPROPRIATING THE GRANT IF APPROVED AND ACCEPTED BY THE CITY; AND AUTHORIZING THE EXECUTION OF ALL NECESSARY

DOCUMENTS RELATED TO THIS APPLICATION.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS

1) Approval to submit a grant application in an amount not to exceed \$30,000 to the State of Florida Department of Law Enforcement, BYRNE Grant program, for FY 2005-2006 grant funds, leveraging \$6,365 of Police Departmental Law Enforcement Trust Funds as a match.

The Administration requests approval to authorize the City Manager or his designee to submit a grant application for funding to the State of Florida, Department of Law Enforcement, through Miami-Dade County Department of Human Services (DHS) in an amount not to exceed \$30,000. The County was awarded these Federal funds through the State of Florida Department of Law Enforcement, Office of Criminal Justice from the Federal Drug Control System Improvement Formula Grant Program.

The purpose of the Byrne grant is to promote the States' efforts to prevent and control crime, violence and drug abuse and to improve the criminal justice systems. Units of local government must use Byrne Program funds to implement projects that offer a high probability of improving the functioning of the criminal justice system, aggressively and effectively responding to violent crime, or reducing drug trafficking and abuse.

As such, the City's request for funds will be used for hardware and software to support an electronic uniform citation system (e-ticketing). E-ticketing will reduce the amount of time that a police officer takes to issue a citation, thus, allowing for more neighborhood services such as patrol, quality of life initiatives, and resource networking and coordination. In addition, in accordance with the grant guidelines, Miami Beach will continue to use these grant funds to purchase software and hardware used to access criminal justice information data. The use of these devices will provide officers with the capability of checking suspects for outstanding violations and/or warrants. The Byrne program has a 5-year strategy funding program and this request is for the third year of the Records Improvement Program.

The grant requires a cash match, in the amount of \$6,365, which will be leveraged from the Police Department Law Enforcement Trust Fund.

JMG/KB/JH

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RESOLUTION NO.	RESOL	UTION.	NO.	
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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO SUBMIT A GRANT APPLICATION FOR FUNDS TO MIAMI-DADE COUNTY, FOR FISCAL YEAR (FY) 2005/06 COUNTY BYRNE FUNDS, IN AN AMOUNT NOT TO EXCEED \$30,000, FOR THE CITY'S RECORDS IMPROVEMENT PROGRAM; FURTHER APPROPRIATING THE GRANT IF APPROVED AND ACCEPTED BY THE CITY; AND AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS RELATED TO THIS APPLICATION.

WHEREAS, Miami-Dade County was awarded Federal funds through the State of Florida Department of Law Enforcement Office of Criminal Justice from the Federal Drug Control System Improvement Formula Grant Program; and

WHEREAS, the purpose of the Byrne grant is to promote the States' efforts to prevent and control crime, violence and drug abuse and to improve criminal justice systems; and

WHEREAS, the City's request for funds will be used for the third year of the Byrne Records Improvement Program; and

WHEREAS, the grant requires a cash match, in the amount of \$6,365, which will be leveraged from the Police Department Law Enforcement Trust Fund; and

WHEREAS, approval is requested from the City Commission to submit a grant application in the amount of \$30,000 to the Florida Department of Law Enforcement, Byrne grant program, for FY 2005-2006 grant funds, leveraging \$6,365 of Police Departmental Law Enforcement Trust Funds as a match; and

NOW, THEREFORE, BE IT DULY RESOLVED THAT THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH that the Mayor and City Commission hereby authorize the City Manager or his designee to submit a grant application for the FY 2005/06 Florida Department of Law Enforcement, Byrne program grant funds for the city's records improvement program; further appropriating the grant if approved and accepted by the City and authorizing the execution of all necessary documents related to these applications.

PASSED and ADOPTED this	day of	, 2005	
ATTEST:			
CITY CLERK	APPROVED AS TO FORM & LANGUAGE	MAYOR	
T:\AGENDA\2005\Jul2705\Consent\grantreso.doc	& FOR EXECUTION		

City Attorney (XX) Date

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution to Accept the City Manager's Recommendation Relative to the Ranking of Firms Pursuant to RFP No. 24-04/05 for a Medical Service Provider for the Provision of Various Medical Services that may be Necessary or Required by the City of Miami Beach, Local, State and Federal Laws.

ssue:

Shall the City Commission adopt the resolution?

Item Summary/Recommendation:

On April 20, 2005, the City Commission authorized the issuance of an RFP to solicit proposals from professional medical service providers with the capacity and experience to perform physical examinations, drug testing, return to work clearance evaluations, rehabilitation evaluations, administer an employee assistance program, retain all medical records, evaluate applicants and employees as required, administer vaccines, be designated as the City's physician, conduct random drug and alcohol testing, and other medical services as may be necessary or required by the City and local, state and federal laws.

RFP No. 24-04/05 was issued on May 20, 2005 with an opening date of June 23, 2005 which resulted in the receipt of proposals from Mount Sinai Medical Center (Mount Sinai), Sunshine Medical Center and Health Care Center of Miami.

The City Manager via Letter to Commission (LTC) No. 134-2005 appointed an Evaluation Committee (the "Committee"). At the initial Evaluation Committee meeting all three firms provided a 15 minute presentation, followed by a 15 minute question and answer session.

During deliberations the Committee members discussed their individual ranking and all 8 committee members ranked Mount Sinai as the top-ranked firm and the majority (6 of 8) of the Committee members ranked Sunshine Medical Center as the second-ranked firm.

Mount Sinai was deemed to have the best proposal based on their comprehensive price proposal, quality and experience of their staff, completely renovated state of the art facility, location, and convenient/free parking.

ADOPT THE RESOLUTION.

Advisory Board Recommendation:

Financial Information:

Source of		Amount	Account	Approved
Funds:	1	\$250,000	Included in the FY 05/06 Risk Management Proposed Budget account # 540.1791.000355.	
\sim 1/	2			
	3			
	4			
Finance Dept.	Total			

City Clerk's Office Legislative Tracking:

Gus Lopez

Sign-Offs:

Department Director		Assistant City Manager	City Manager
GL_g	MDB WDB	,	JMG Jan
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AGENDA ITEM <u>C7D</u>

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

Date: July 27, 2005

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF THE PROPOSALS RECEIVED PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 24-04/05, FOR A MEDICAL SERVICE PROVIDER FOR THE PROVISION OF VARIOUS MEDICAL SERVICES THAT MAY BE NECESSARY OR REQUIRED BY THE CITY OF MIAMI BEACH, LOCAL, STATE, AND FEDERAL LAWS: AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF MOUNT SINAI MEDICAL CENTER; AND SHOULD THE ADMINISTRATION BE UNSUCCESSFUL IN NEGOTIATING WITH MOUNT SINAI MEDICAL CENTER, AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE SECOND-RANKED FIRM OF SUNSHINE MEDICAL CENTER; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT UPON COMPLETION OF SUCCESSFUL NEGOTIATIONS BY THE ADMINISTRATION.

ADMINISTRATIVE RECOMMENDATION

Adopt the Resolution.

ANALYSIS

On September 13, 2000, the Mayor and City Commission Authorized the Administration to enter into negotiations with Sunshine Medical Center for various necessary medical services. The Administration successfully negotiated a professional services agreement with Sunshine Medical Center ("Sunshine"). The agreement was effective October 1, 2000 for a one-year period, with options for four additional one-year renewal periods. All four renewal options were exercised. This five (5) year Agreement expires on September 30, 2005, with no further options for renewal.

The City of Miami Beach (the "City") is now seeking to enter into an agreement with a professional medical services provider to perform physical examinations, drug testing, return to work clearance evaluations, rehabilitation evaluations, administer an employee assistance program, retain all medical records, evaluate applicants and employees as required, administer vaccines, be designated as the City's physician, conduct random drug and alcohol testing, and other medical services as may be necessary or required by the City and local, state and federal laws.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 2 of 15

The City is seeking to enter into a new 2 or 3 year Agreement, with annual options to renew for one year, not to exceed a total of a five (5) year Agreement with a professional medical services provider (the "Provider").

A. GENERAL:

The Provider will conduct and review laboratory results, x-rays, and other medical reports; Evaluate reports and makes appropriate recommendations as needed; Review special medical problems such as return from sick leave, on-duty injuries, disability, and other medical issues as required; Provide reports and medical opinions when applicable; Counsel personnel and job applicants about medical conditions and findings, and refer to appropriate follow-up care, when indicated.

The Provider will supply the City with a primary contact, or Project Manager, who will be assigned to address all questions and concerns of the City. This contact will be available for pre-employment issues during all business hours.

A back-up contact will be designated in case the Project Manager is unavailable. The designated back-up will be fully informed in all areas. All other staff providing services under this contract will be properly informed and trained on procedures, forms, changes, and requirements. Any special instructions will be communicated to all staff.

All medical evaluation results will be reported to the Human Resources Department within 48 hours from the time the applicant is first seen.

All services will be available a minimum of five (5) days per week during business hours. The preferred hours are from 7:00 a.m. until 5:00 p.m. The actual service hours are subject to negotiation.

The City will have the ability to schedule same day or next day appointments with the Provider for all services if necessary.

In special cases, and with at least 3 days advanced notice by the City, the Provider will make arrangements to provide services outside normal business hours, such as evenings and weekends.

The Provider will provide convenient parking at no cost to applicants, employees, or the City for individuals referred.

With the assistance of the City's Information Technology Department, the Provider will set up and utilize an electronic mail system compatible with the City. If requested by the City, all reports and other necessary communication will be utilized through this system.

Any and all associated costs with the set up, other than the City's payroll costs or set up, will be absorbed by the Provider.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 3 of 15

The Provider will utilize City forms where required. Provider will review their own forms with the City, and allow for changes as needed.

The Provider will assure that instructions, changes, and transfer of information and documents will be only with those individuals or firms designated by the Human Resources Director.

Immediate notification will be made to designated City staff of "no-shows" or any problems with an individual's cooperation or compliance.

The Provider will provide applicant deadlines for follow up as needed, as determined by City policy.

Individuals referred to Provider must not have a waiting time that exceeds 30 minutes.

The Provider will assure confidentiality of all records, information, and correspondence, both verbal and written.

The Provider will submit a quarterly utilization summary report to the City.

B. COMPREHENSIVE PHYSICAL EXAMINATIONS AND DRUG TESTING FOR PRE-EMPLOYMENT AND PROMOTIONS:

Based on the physical requirements of the job description provided by the City, the Provider will conduct physical examinations and drug testing, as required, for pre-employment on all new hires and exams on promotional applicants, where physical duties greatly vary.

Results of the applicant's physical examination will be reported to the Human Resources Department within 48 hours from the time the applicant is first seen.

The Provider will permit at least 10 appointments per day and provide capacity for up to 20 appointments per day, with 3 days advance notice from the City.

The City will have the ability to schedule same day or next day appointments for pre-employment examinations.

PPD tests are to be read by the Provider. Positive results will be handled by the Provider and will not be referred to the Department of Health, or other facility, unless agreed to in writing by the City. In any case, there will be no additional charge to the applicant for this service.

Police Officer applicants must include tests for heart disease evaluation.

Firefighter pre-employment examination must include tests for evidence of AIDS, Hepatitis, Pulmonary Tuberculosis, or Meningococcal Meningitis.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 4 of 15

C. MEDICAL RECORDS:

The Provider will maintain health files for all City employees. These files are to include establishing and maintaining medical records regarding injuries and accidents related to employees in accordance with all State and Federal laws, as applicable. Upon request of the Human Resources Director, or their designee, the Provider will provide medical records within 24 hours of request. Medical records may only be released to the Human Resources Director, Claims Coordinator or their designee. All requests and designee's assignments must be made and accepted in writing only. The selected Provider, if different from the current Provider, will obtain all records from the current Provider, and will maintain such records.

If and when this contract is awarded to another Provider, all open medical and other records related to this contract will be delivered to the new provider within 30 days of the expiration of the current Provider's contract. The Provider will give copies of closed records within twenty-four hours of the request.

D. PSYCHIATRIC SERVICES:

The Provider may be requested to hold an open door walk-in psychiatric clinic for all City employees one day per week, and at other times if necessary.

The Provider may be requested to attend staff conferences and conduct on-site training and observation of new Police Officers and Firefighters and conduct ongoing meetings with all Police Officers, other employees referred by the City, their supervisors and top ranking officers.

The Provider may be requested to review and research psychological factors relating to personnel, especially public safety.

The Provider may be requested to conduct stress-reduction meetings with spouses of Police Officer personnel and other employees referred by the City.

The Provider may be requested to conduct psychological or psychiatric consultations with general City employees, as requested by the City, and prepare appropriate summary and recommendation reports.

E. IMMUNIZATION PROGRAM:

The Provider will administer an intradermal test for Tuberculosis exposure on all employees as necessary and requested. A chest x-ray may be done in lieu of an intradermal test for Tuberculosis.

The Provider will administer a Tetanus Toxoid Booster Immunization for Police Officers, Firefighters, Fire Rescue personnel, Waste Collectors and Parks personnel.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 5 of 15

This may include other occupations depending on the job specification and/or individual requirements.

The Provider will administer Hepatitis B vaccine for those City employees with a potential risk exposure to infected blood or body fluids, as determined by the City.

The Provider will administer other vaccines that may be required such as measles, mumps and rubella vaccine or any additional immunizations, tests, vaccines, as required by local, state, or federal requirements, or by industry recommendations or guidelines.

The Provider will administer and make available, according to current Federal guidelines anti-viral medications against the AIDS virus for emergency responders. These medications must be given within two hours of a significant exposure to the AIDS virus. Our employees must have access to the administration of anti-viral medications for the AIDS virus on a twenty-four hour basis.

The Provider will administer HIV/AIDS baseline tests to sworn Fire Department employees; and, perform other tests requested by the City to comply with future Union contracts.

F. DRUG & ALCOHOL TEST PROGRAM:

The Provider will have the ability to conduct a Drug and Alcohol Test Program as required by local, state and federal law and regulations. This includes a certified Substance Abuse Professional, Breath Alcohol Technician and Medical Review Officer.

The Provider will conduct pre-employment drug testing on all applicants, as well as conduct promotional drug and alcohol testing to all safety sensitive applicants before they actually perform safety sensitive functions for the first time.

The Provider will conduct random drug & alcohol testing on Police Officer personnel. The Provider will test yearly approximately 400 Fraternal Order of Police employees, 30 Government Association employees, 300 American Federation of State, County and Municipal Employees, and 200 International Association of Firefighter employees, and conduct other random drug and/or alcohol testing as may be specified by the City.

The Provider will conduct random, unannounced testing on safety sensitive employees who drive or maintain vehicles that require Commercial Driver Licenses to operate, in compliance with the Omnibus Transportation Act 349CFR40. Fifty percent of these employees will be tested for drug abuse and 25% for alcohol misuse. Note: The random rate for testing is subject to change based on the DOT standards and union contracts.

The Provider will conduct testing on employees whose performance could have contributed to an accident, even if the employee was not cited for a traffic violation. This would require Provider access availability 24 hours per day and 7 days per week.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 6 of 15

The Provider will conduct testing on employees when the City observes behavior or appearance that is characteristic of drug use or abuse or alcohol use or misuse.

The Provider will conduct return-to-duty and follow-up testing for employees who violate the prohibited alcohol or drug conduct standards. At least 6 unannounced tests must be conducted in the first 12 months after an employee returns to duty. Follow-up testing may be extended for up to 60 months following return-to-duty.

The Provider will provide drug and alcohol testing services with licensed and certified personnel and laboratories as required by Local, State, and Federal Law including, but not limited to, Medical Review Officer (MRO), Breath Alcohol Technician (BAT), and Substance Abuse Professional (SAP) who is a Florida Certified Addiction Professional (CAP) and National Certified Addiction Counselor II (NCACII) as required by D.O.T.

The Provider will conduct annual training for designated City employees on the Drug Free Workplace Act.

The Provider will insure proper and documented chain of custody during and after sample collection and testing.

The Provider will provide appropriately private facilities to conduct these tests, including a locked, secured box for private articles and police weapons.

G. WELLNESS PROGRAM:

The Provider will provide annual health screening and health education at a minimum of two (2) job site areas within the City. Topics will be mutually agreed upon by the City and Provider.

The Provider will provide information on drug use and treatment resources to safety sensitive drivers.

H. EMPLOYEE ASSISTANCE PROGRAM (EAP) - (THE CITY RESERVES THE RIGHT TO SEPARATE THIS SERVICE FROM THE CONTRACT):

The Provider will, at a minimum, provide the following services: Comprehensive professional services directed towards diagnosis and resolution of emotional or behavioral problems affecting our employees.

It is intended that the program provide up to a total of three (3) visits per employee and/or immediate family member per year before invoking insurance coverage or other appropriate resources. This may include counseling, diagnosis, referral, and/or follow-up for adolescents, family crisis counseling, counseling on issues including, but not limited to finances, illness, legal problems, marital, stress and anxiety, violence, vocational counseling, and substance abuse counseling as well as customary psychological or medical counseling.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 7 of 15

The designated program must maintain regular office hours, Monday through Friday, and be available to respond to emergencies twenty-four hours per day, seven days per week.

The personnel assigned to provide these services must be licensed in the State of Florida under Chapter 491 as a Mental Health Professional to perform counseling.

To facilitate the transition and provide information to all City employees regarding EAP, the Provider will initiate orientation meetings with managers and union representatives to familiarize them with the process.

The Provider will provide informational posters and flyers to all departments and brochures for all employees.

I. FITNESS FOR DUTY EVALUATIONS/RETURN TO WORK AND REHABILITATION EVALUATIONS:

The Provider will evaluate employees' ability to continue employment in their current capacity and to assess and recommend reasonable accommodation for other job opportunities for which they may be qualified. This may include a physical examination, return to work evaluation, psychological and/or psychiatric evaluation, and/or any reports to be completed as requested by the City for fitness for duty.

Evaluations are to be completed within two working days of the request, and on the same day in case of an emergency. Summary City forms and recommendations will be forwarded to the City within 24 hours of the appointment.

The Provider will assist the City in the evaluation and verification of questionable family leave requests.

J. EXECUTIVE PHYSICAL:

The Provider will recommend an annual medical physical evaluation and wellness program for executive staff.

K. PERFORMANCE CRITERIA AND EVALUATION:

Each month the City will evaluate the Provider's performance based on the scope of services, and employees, applicants, Human Resources and Risk Management Departments' feedback. The criteria to be rated will include, but is not limited to, preemployment, EAP, drug and alcohol screening, fitness for duty determinations, communication on all requested results, and designated contact availability. The criteria to be rated will change based upon the needs of the City.

If the City finds the Provider to have less than an 80% compliance with any of the Scope of Services over a 30 day period, the City, may utilize a 15 day notice to correct such default.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 8 of 15

L. COMMUNICATION:

With the assistance of the City's Information Technology Department, the Provider will set up and utilize an electronic mail system compatible with the City, all reports and other necessary communication will be utilized through this system. Any and all associated costs with the set up, other than the City's set up, will be absorbed by the Provider.

The Provider will have qualified personnel available during all business hours to supply all services, including final physician sign off, for pre-employment examinations.

All test results under the Scope of Services and the Agreement will be communicated only to the Human Resources Director, or their designees.

M. STAFFING:

The Provider will staff sufficiently to supply all services stated in the Scope of Services and the Agreement. The Provider will increase staffing if they are unable to fully comply with what has been stated in the Scope of Services.

RFP PROCESS

On April 20, 2005, the City Commission authorized the issuance of a Request for Proposals (RFP) to solicit proposals from a professional medical services provider for the provision of medical services as may be necessary or required by the City and local, state and federal laws.

RFP No. 24-04/05 was issued on May 20, 2005, with an opening date of June 23, 2005. A pre-proposal conference was held on June 2, 2005. BidNet issued bid notices to 51 prospective proposers, with the City's Human Resources Department and Procurement Division supplementing with an additional three (3) prospective proposers. This resulted in six (6) proposers requesting RFP packages, which resulted in the receipt of the following three (3) proposals:

- Mount Sinai Medical Center;
- Sunshine Medical Center; and
- · Health Care Center of Miami.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 9 of 15

The City Manager via Letter to Commission (LTC) No. 134-2005, appointed an Evaluation Committee (the "Committee") consisting of the following individuals:

- Julio Magrisso, Assistant Director of Parks, City of Miami Beach
- · Drew Terpak, Fleet Management Division Director, City of Miami Beach
- Grady Martinez, Parking Administration Manager, City of Miami Beach
- · Gail Poe-Liu, Human Resources Department, City of Miami Beach
- · Willie Sanders, GSA Chief Representative, City of Miami Beach
- Bobby Jenkins, FOP President, City of Miami Beach
- David Noel, IAFF President, City of Miami Beach
- · Phiyllis Shamis, CWA Secretary, City of Miami Beach
- Prince Pearse, AFSCME President, City of Miami Beach

On July 12, 2005, the Committee convened and listened to 15-minute presentations, from all three firms, each followed by a 15-minute question and answer session. Committee Member David Noel was not able to attend. The Committee was provided information relative to the scope of services, and direction relative to the Cone of Silence and Government in the Sunshine Law. Additionally, the Committee reviewed references secured by the Procurement staff, and discussed the RFP evaluation criteria and weighted score, which was used to evaluate and rank the proposals. After the firms' presentations, the Committee members discussed the firms proposals based on the evaluation criteria below and then ranked the firms accordingly:

Evaluation Criteria/Factors: Weig	jht
Overall Reputation within the Community 10 Experience Level and Credentials of Assigned Staff 15 Designated Contact Availability 5 Appointment and Next Day Scheduling for Each Service 10 Number of Appointments That Can Be Scheduled Daily	% 5% 0% 5%
Total 100	%

Commission Memo

RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws July 27, 2005
Page 10 of 15

COMMITTEE MEMBER	Mount S	<u>inai</u>	Sunshine	Medical	<u>Health</u>	<u>Care</u>
Julio Magrisso	99	(1)	93	(2)	92	(3)
Drew Terpak	95	(1)	72	(2)	48	(3)
Grady Martinez		(1)	96	(2)	63	(3)
Gail Poe-Liu		(1)	91	(2)	81	(3)
Willie Sanders		(1)	56	(3)	70	(2)
Bobby Jenkins		(1)	72	(2)	63	(3)
Phyllis Shamis		(1)	52	(3)	62	(2)
Prince Pearse	95	(1)	71	(2)	56	(3)

Health Care Center of Miami

A review of the Health Care Center of Miami (HCCM) proposal brought several concerns. First, their proposal was not detailed and the proposed cost was not inclusive of all of the services identified in the RFP, but simply an estimate. HCCM took several exceptions to important services required by the RFP. They were as follows, HCCM will not provide;

- · A Wellness Program for employees;
- Anti-viral medications on a 24/7 basis; and
- Meningococcal Meningitis "testing".

The committee after discussion chose to allow HCCM to make their presentation and give them an opportunity to explain some of the ambiguities of their proposal. As each item of concern that was brought up, it was met with an additional cost to the City and no immediate plan on how to resolve the problem. HCCM's presentation was read from a prepared written statement and focused primarily on Mental Health Programs. Some of the primary issues presented to the HCCM representatives by the committee were as follows:

- Issue: No proposal for handling HIV and Hepatitis C exposures. Response: These types of issues were "more appropriately handled in a hospital emergency room setting".
- Issue: Their ability to handle Random drug testing during their non-business hours. Response: Was vague or unclear whether they were willing or even able to provide this service within the required time period of two (2) hours. They requested a 24 hour notification in order to make a staff member available to do the testing.
- Issue: The"Wellness Program" while not included in the proposal, they did agree to discuss possibly working with the City to develop a program. It was unclear whether this program would require an additional expense.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 11 of 15

 Issue: Parking. Response: There is some free parking in the back of bank building; however, vehicles would occasionally have to park illegally in the street during peak periods during business hours when other customers of surrounding businesses are open. Large vehicles could not be accommodated, but there was frequent reference to the fact that the bus route was in proximity of their business.

As stated in the beginning and all through their presentations, the provider placed a significant emphasis on their ability to provide Mental Health services to employees. As a result HCCM was asked to disclose how much of the proposed cost was directed to this type of service. The answer was 8 hours per week X 52 weeks X \$150.00 per hour, or \$62,400 annually. This left a total of \$80,205 for all of the remaining services.

In summary, the proposed cost of \$142,605 with a 3% yearly increase for services according to the Health Care Center of Miami was "estimated from previous years of service", but did not reflect a cost associated with a complete package of required services as outlined in the RFP and therefore was incomplete.

Mount Sinai Medical Center

Mount Sinai Medical Center – Occupational Health Center (Mount Sinai) took the opportunity to reacquaint the Committee with their Occupational Center. Apparently, there have been significant changes at the hospital. The Occupational Health Center has been relocated and expanded to handle the volume of there work load. They presented to the committee photos of the new facility. Mount Sinai further indicated that the number of staff has been increased. Several of the Committee members expressed concerns about their prior experience with there facility and operation. All of the questions were addressed including the issue over parking and billing. The new facility has a separate parking lot available at no cost to the employee. A new accounting system has been put in place and the billing process is running smoother.

The proposal submitted by Mount Sinai was the only proposal that was detailed and left minimal room for any assumptions as to the type of service the City would receive. The quote was all inclusive, with a cap cost, not to exceed and allowed for a potential cost savings based on the consumption of services. Committee members expressed concern over prior experiences about the process and lack of standardization previously experienced in the area of random drug testing. Their response was that they would work with the City to ensure that whatever protocol was established by the City, they would follow. Mount Sinai will utilize Employee Assistance Plus, Inc., as a sub-consultant, to provide the Employee Assistance Program.

Sunshine Medical Center

Sunshine Medical Center (Sunshine) proposal is based on the current level of service we are receiving. The representatives for Sunshine said they would continue providing the same level of service that they have in the past.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 12 of 15

The Committee once again took the opportunity to provide feedback to the Sunshine representatives about areas of opportunity for improvement.

Areas of improvement included the following: Office staff having the appropriate paperwork for the service being provided, protocol for random drugs screening is not standardized; Turnaround time for fitness for duty physicals and finally, the lack of parking. The Sunshine representative said they were not aware of these issues but thanked the committee for the feedback. The issue of staff training is currently being addressed. The protocol for random drug screening will be looked into and finally the issue of parking is a continuing growing concern. Sunshine is currently providing services to the City for a fee of \$166,140.00 annually and has two (2) separate agreements in the amount of \$2500 each for on-site random drug testing for the Fire Department and the fitting of personal protective equipment for the police department. Sunshine is proposing to increase their price to \$217,117.00 or a 41% increase over the previous contract and offers no additional services.

The reason for the increase is that over the last five years, Sunshine has had to absorb the increased demand by the City for services and the cost associated with same without an increase over the 5 year Agreement.

Committee Recommendation

The Committee after much discussion came to the following recommendation:

- 1. The Health Care Center of Miami should not be considered as a provider of medical services to the City because of the vagueness of their proposal, the number of exceptions taken in the RFP, their inability and willingness to provide solutions to issues presented to them during the question and answer portion of the presentation. And finally the fee proposed is not all inclusive as requested in the RFP and carries a 3% increase annually.
- 2. Sunshine Medical Center has been identified as the 2nd choice of possible providers of medical services. The committee believes that Sunshine is capable of providing the services and may be willing to make adjustments in their level of service to address the issues presented to them under the current contract. But there are some inherent issues that the Committee believe cannot be overcome and they directly impact the service levels and overall cost to the City. The three issues are very straightforward; the first being the travel time from the City to the Port of Miami. Loosing employee(s) for several hours is unacceptable. The Police Department Representative agreed that taking the officer off the street for extended periods of time unnecessarily is unacceptable and directly impacts there ability to respond to calls (service levels). The fact that there is limited parking available also creates delays in the process and finally, access to the Port is often limited or even restricted whenever there is heavy tractor trailer traffic going into the Port or a security alert forces the Port to shut down.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 13 of 15

The result is that City employees would be directed to either the Sunset Office in Kendall or Fort Lauderdale of Sunshine Medical Center. The quote for these services is capped at \$217,117.

3. **Mount Sinai was unanimously selected by the Committee as the 1st choice**. Mount Sinai presented a highly professional and all inclusive program for the City of Miami Beach.

Mount Sinai was able to demonstrate they have expanded their facility and staffing to accommodate the volume of work performed and reduce down time to employees waiting to be served. They have made parking easily accessible and free of charge.

The annual cost of their service is \$250,000. It is all inclusive and a not to exceed price and further offers the opportunity to reduce the overall cost to the City in the event the volume and/or type of services provided is less than what is projected. In the event the City requires additional services it will be included in the \$250,000 quote.

Mount Sinai is Miami Beach's largest employer with more than 3000 employees and a medical staff of over 900 physicians.

Management Staff

Linda Arama, Director – Approximately 20 years experience with Occupational Health Services.

Terry Del Rio, RN, Supervisor – Approximately 15 years with Occupational Health Services.

Clinicians

A team consisting of 11 individuals comprised of Advance Registered Nurse Practitioner (ARNP), Registered Nurse (RN), Licensed Practitioner Nurse (LPN), certified DOT drug screening technicians, certified breath alcohol technicians and medical assistants.

Facility

6 Treatment rooms, completely renovated June 2005.

Location

Occupational Health Services is conveniently located at Mount Sinai Medical Center, Lowenstein Building (4300 Alton Road)

<u>Parking</u>

Easy Access, provided free of charge.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 14 of 15

Municipalities & Government Entities Served

- Bay Harbor Islands Police Department
- City of Hialeah Fire Department
- City of Miami Beach Housing Authority
- City of North Bay Village
- Dade County Public Schools Special Investigative Unit
- El Portal Police Department
- Key Biscayne Fire Department
- Medley Police Department
- Miami-Dade County
- South Miami Police Department
- Sunrise Fire Department
- City of Opa-Locka
- Village of Pinecrest

Why Mount Sinai?

The Committee members believe the annual cost difference (between Sunshine Medical Center - \$217,117. and Mount Sinai Medical Center - \$250,000) or \$32,883 (14%) is insignificant when taking into consideration, the loss of man-hours spent traveling and finding parking. The quality of staff, the state of the art facility and the professionalism in which they provide services is at a level that the Committee believes no other provider can offer. Mount Sinai is available 24/7 as a normal business practice. A separate Occupational Center and staff has been set up in the ER Room of the hospital for non-business employee needs. The Occupational Center now has a secure area for storing police officers weapons, this was previously not available. The location of the facility was paramount in the committee discussion. Mount Sinai will utilize Employee Assistance Plus, Inc., as a sub-consultant, to provide the Employee Assistance Program. Mount Sinai is the only provider that listed in detail the level of service they would provide.

And finally, Mount Sinai in closing, expressed their desire and offered a sincere commitment to give the City of Miami Beach employees quality service.

The Committee unanimously agrees that the current provider (Sunshine Medical) cannot provide the same quality services of Mount Sinai, however, if they could the City should take into consideration the following:

- Approximately 470 employees annually are selected for random drug testing. Using an average of 1.5 hours of travel X 470 employees (or 705 man-hours) X \$30.00 per hour = \$21,115.
- This number does not include the 213 annual drug test performed within the Fire Department.

Commission Memo
RFP 24-04/05 – for Medical Service Provider for the provision of Various Medical Services that may be necessary or required by the City of Miami beach, Local, State, and Federal Laws
July 27, 2005
Page 15 of 15

Recommended Items to Negotiate

- Reduction in overall expense.
- Offer on-site random drug testing (213 for IAFF) and TB testing as required for group testing currently being performed by Sunshine Medical.
- Fitting of personal protective equipment for the police officers.

CONCLUSION

The City Manager concurs with the Evaluation Committee's recommendation and recommends that the Mayor and City Commission approve the ranking of firms, and authorize the Administration to enter into negotiations with the top-ranked firm of Mount Sinai Medical Center; and should the Administration be unsuccessful in negotiating with Mount Sinai Medical Center, authorizing the Administration to negotiate with the second-ranked firm of Sunshine Medical Center; and further authorizing the Mayor and City Clerk to execute an Agreement upon the completion of successful negotiations by the Administration.

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RESOLUTION NO.

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF THE PROPOSALS RECEIVED PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 24-04/05, FOR A MEDICAL SERVICE PROVIDER FOR THE PROVISION OF VARIOUS MEDICAL SERVICES THAT MAY BE NECESSARY OR REQUIRED BY THE CITY OF MIAMI BEACH, LOCAL, STATE AND FEDERAL LAWS; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF MOUNT SINAI MEDICAL CENTER; AND SHOULD THE ADMINISTRATION BE UNSUCCESSFUL IN NEGOTIATING WITH MOUNT SINAI MEDICAL CENTER, AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE SECOND-RANKED FIRM OF SUNSHINE MEDICAL CENTER; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT UPON COMPLETION OF SUCESSFUL NEGOTIATIONS BY THE ADMINISTRATION.

WHEREAS, on April 20, 2005, the City Commission authorized the issuance of a Request for Proposals (RFP) to solicit proposals from a professional medical services provider for the provision of medical services as may be necessary or required by the City and local, state and federal laws; and

WHEREAS, RFP No. 24-04/05 was issued on May 20, 2005, with an opening date of June 23, 2005; and

WHEREAS, the following three (3) proposals were received in response to the RFP:

- 1. Mount Sinai Medical Center;
- 2. Sunshine Medical Center:
- 3. Health Care Center of Miami; and

WHEREAS, an Evaluation Committee (the "Committee") was appointed by the City Manager via Letter to Commission (LTC) No. 134-2005, consisting of the following individuals:

- Julio Magrisso, Assistant Director of Parks, City of Miami Beach
- Drew Terpak, Fleet Management Division Director, City of Miami Beach
- Grady Martinez, Parking Administration Manager, City of Miami Beach
- Gail Poe-Liu, Human Resources Department, City of Miami Beach
- Willie Sanders, GSA Chief Representative, City of Miami Beach
- · Bobby Jenkins, FOP President, City of Miami Beach
- · David Noel, IAFF President, City of Miami Beach
- Phiyllis Shamis, CWA Secretary, City of Miami Beach
- Prince Pearse, AFSCME President, City of Miami Beach; and

WHEREAS, on July 12, 2005, the Committee convened and listened to 15-minute presentations from all three firms, each followed by a 15-minute question and answer session; and

WHEREAS, during deliberations the Committee members discussed their individual ranking and all 8 committee members ranked Mount Sinai as the top-ranked firm and the majority (6 of 8) of the Committee members ranked Sunshine Medical Center as the second-ranked firm; and

WHEREAS, Mount Sinai was deemed to have the best proposal based on their comprehensive price proposal, quality and experience of their staff, completely renovated state of the art facility, location, and convenient/free parking; and

WHEREAS, the City Manager concurs with the Committee's recommendation, and recommends that the Mayor and City Commission accept the Committee's recommendation, relative to the ranking of firms pursuant to RFP No. 24-04/05.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission herein accept the recommendation of the City Manager and authorize the Administration to enter into negotiations with the top-ranked firm of Mount Sinai Medical Center; and should the Administration be unsuccessful in negotiating with Mount Sinai Medical Center, authorizing the Administration to negotiate with the second-ranked firm of Sunshine Medical Center; and further authorizing the Mayor and City Clerk to execute an Agreement upon the completion of successful negotiations by the Administration.

	PASSED and ADOPTED this _	day of	, 2005.	
ATTEOT:				
ATTEST:			MAYOR	
CITY CLER	K			

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APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

Declaration of a parking emergency during specified dates of the respective events outlined below to be utilized for self-parking and valet parking. The Administration further recommends authorizing the City Manager to require parking operators to secure the appropriate insurance and Occupational Licenses required by the City Code to operate self-parking and/or valet parking operations for this purpose.

Issue:

Whether to declare a parking emergency during specified events and dates outlined below for vacant surface lots to be utilized for self-parking and valet parking?

Item Summary/Recommendation:

During certain events throughout the year, severe parking demand leads to mobility problems and ultimately gridlock on our City's roadway system. This fact has been experienced during Boat Show, Memorial Day Weekend, New Year's Eve, and other events. The creation of additional parking opportunities for visitors to the City during high impact events, coupled with an enhanced park and ride circulator program alleviates the mobility problems and gridlock anticipated during these events. The following is a listing of the events and their respective anticipated dates.

Event

International Association Chiefs of Police

South Florida Auto Show

Art Basel

New Year's Eve

Art Miami

Art Deco Weekend

Graphics of the Americas

NMMA International Boat Show

Memorial Day Weekend

Dates

September 24-26, 2005

November 4-13, 2005

November 30 – December 4, 2005

December 31, 2005 - January 1, 2006

January 5 - 9, 2006

January 13 - 15, 2006

February 3 - 5, 2006

February 16 - 20, 2006

May 25 - 29, 2006

THE ADMINISTRATION RECOMMENDS THE ADOPTION OF THE RESOLUTION.

Advisory Board Recommendation:

The Transportation and Parking Committee endorsed this recommendation at their meeting held on Monday, June 20, 2005.

Financial Information:

Amount to be exp	ended:			
Source of		Amount	Account	Approved
Funds:	1	<u> </u>		
-	2			
	3			
	4			
Finance Dept.	Total			

Sign-Offs:

Department Direc	tor Assistant City Mana	ager City Manager
SF	тн	JMG__^
	X	

AGENDA ITEM _______

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.ci.miami-beach.fl.us



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, DECLARING THE EXISTENCE OF A PARKING EMERGENCY WITH RESPECT TO INCREASED TRAFFIC AND PARKING DEMAND ON THE FOLLOWING RESPECTIVE DATES FOR THE FOLLOWING RESPECTIVE EVENTS; SEPTEMBER 24-26, 2005 FOR THE IACP (INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE); NOVEMBER 4-13, 2005 FOR THE SOUTH FLORIDA AUTO SHOW; NOVEMBER 30 - DECEMBER 4, 2005 FOR ART BASEL; DECEMBER 31, 2005 – JANUARY 1, 2006 FOR NEW YEAR'S EVE EVENT; JANUARY 5-9, 2006 FOR ART MIAMI; JANUARY 13-15, 2006 FOR ART DECO WEEKEND; FEBRUARY 3-5, 2006 FOR GRAPHICS OF THE AMERICAS; FEBRUARY 16-20, 2006 FOR THE NMMA MIAMI INTERNATIONAL BOAT SHOW; MAY 25-29, 2006 FOR MEMORIAL DAY WEEKEND; ALLOWING FOR THE USE OF SPECIFIED VACANT SURFACE LOTS CITYWIDE.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS

During certain events throughout the year, severe parking demand leads to mobility problems and ultimately gridlock on our City's roadway system. This fact has been experienced during various events including, Boat Show, Auto Show, Memorial Day Weekend, and New Year's Eve. The creation of additional parking opportunities for visitors to the City during high impact events, coupled with an enhanced park and ride circulator program alleviates the mobility problems and gridlock anticipated during these events. The following is a listing of the events and their respective anticipated emergency dates.

Event	Dates
International Association Chiefs of Police	September 24-26, 2005
South Florida Auto Show	November 4-13, 2005
Art Basel	November 30 – December 4, 2005
New Year's Eve	December 31 – January 1, 2006
Art Miami	January 5-9, 2006
Art Deco Weekend	January 13-15, 2006
Graphics of the Americas	February 3-5, 2006
NMMA International Boat Show	February 16-20, 2006
Memorial Day Weekend	May 25-29, 2006

CONCLUSION

The Mayor and City Commission should approve the declaration of a parking emergency during the specified dates of the respective events outlined above to be utilized for self-parking and valet parking. The Administration further requests that the Mayor and City Commission authorize the City Manager to require parking operators to secure the appropriate insurance and Occupational Licenses required by the City Code to operate self-parking and/or valet parking operations for this purpose.

JMG/TH/SF

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RESOLUTION NO.	
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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, FINDING AND DECLARING THE EXISTENCE OF A PARKING EMERGENCY ON THE FOLLOWING RESPECTIVE DATES FOR THE FOLLOWING RESPECTIVE EVENTS; SEPTEMBER 24-26, 2005 FOR THE IACP (INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE): NOVEMBER 4-13, 2005, FOR THE SOUTH FLORIDA AUTO SHOW; NOVEMBER 30 - DECEMBER 4, 2005, FOR ART BASEL; DECEMBER 31 - JANUARY 1, 2006, FOR NEW YEAR'S EVE EVENT; JANUARY 5-9, 2006, FOR ART MIAMI; JANUARY 13-15, 2006, FOR ART DECO WEEKEND; FEBRUARY 3-5, 2006, FOR GRAPHICS OF THE AMERICAS; MIAMI 2006, FOR THE **NMMA** 16-20. **FEBRUARY** INTERNATIONAL BOAT SHOW; AND MAY 25-29, 2006, FOR MEMORIAL DAY WEEKEND; ALLOWING FOR THE USE OF VACANT SURFACE LOTS FOR SELF-PARKING AND VALET PARKING.

WHEREAS, the City has historically experienced parking shortages during major events such as Memorial Day Weekend, New Year's Eve, the NMMA Boat Show, Graphics of the Americas, and the Auto Show; and

WHEREAS, during these various weekends throughout the year, severe parking demand has historically lead to mobility problems and ultimately gridlock on our City's roadway system; and

WHEREAS, the Administration has found that allowing for the use of vacant surface parking lots for additional parking opportunities during high impact events, coupled with an enhanced park and ride circulator program service, has alleviated the mobility problems and gridlock anticipated during these event weekends; and

WHEREAS, accordingly, the City is expected to experience increased traffic and parking demands during the following specified dates and events:

Event	Dates
International Association Chiefs of Police	September 24-26, 2005
South Florida Auto Show	November 4-13, 2005
Art Basel	November 30 – Dec. 4, 2005
New Year's Eve	December 31 – Jan. 1, 2006
Art Miami	January 5-9, 2006
Art Deco Weekend	January 13-15, 2006
Graphics of the Americas	February 3-5, 2006
NMMA International Boat Show	February 16-20, 2006
Memorial Day Weekend	May 25-29, 2006; and

WHEREAS, the Administration shall require parking operators and/or lot owners to secure the appropriate insurance and occupational licenses, as required by the Miami Beach City Code, to operate the referenced lots for self-parking and/or valet parking, for these events; and

WHEREAS, the City's Transportation and Parking Committee endorsed this recommendation at its June 20, 2005 meeting.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and Commission hereby find and declare the existence of a parking emergency on the following respective dates for the following respective events; September 24-26, 2005 for the IACP (International Association of Chiefs of Police); November 4-13, 2005, for the South Florida Auto Show; November 30 — December 4, 2005, for Art Basel; December 31 — January 1, 2006, for New Year's Eve Event; January 5-9, 2006, for Art Miami; January 13-15, 2006, for Art Deco Weekend; February 3-5, 2006, for Graphics of the Americas; February 16-20, 2006, for the NMMA Miami International Boat Show; and May 25-29, 2006, for Memorial Day Weekend; allowing for the use of vacant surface lots for self-parking and valet parking operations.

PASSED AND ADOPTED this	day of	, 2005.
	•	
	MAYOF	3
ATTEST:		
		,
CITY CLERK		

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APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

City Attorney (A) Date

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Co	nd	عما	186	h	Tif	ılو	*
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A Resolution authorizing the Administration to issue Purchase Orders to Consolidated Parking Equipment, a sole source distributor of Federal APD Parking Equipment, for maintenance and service of revenue/access control parking equipment in City owned garages in the estimated annual amount of \$110,000.00.

Issue:

Shall the City Commission authorize the issuance of Purchase Orders to Consolidated Parking Equipment, the sole source local authorized distributor of Federal APD for maintenance of revenue/access control parking equipment in the estimated annual amount of \$110,000.00?

Item Summary/Recommendation:

The City of Miami Beach Parking Department has invested over two million dollars in Federal APD Parking Revenue Control Equipment. In an effort to have consistency in technology (hardware/software), reporting/auditing, and collection platforms, the City has chosen one system rather than blended systems throughout all of its parking facilities. This equipment is out of warranty (one year) and has been maintained over the last five years by Royce Parking Control Systems, Federal APD's previous local authorized distributor. Royce Parking Controls has terminated their agreement with the City of Miami Beach, effective August 1, 2005. Federal APD has licensed Consolidated Parking Equipment as an authorized distributor/ service provider.

The Administration recommends approving the Resolution.

Advisory E			
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N/A

Financial Information:

Source of	21,27	Amount	Account	Approved
Funds:	1	\$9,300.00	142-6976-000325	
	2	\$90,800.00	480-0463-000325	
	3	\$9,900.00	463-1990-000325	
	4			
Finance Dept.	Total	\$110,000.00		

City Clerk's Office Legislative Tracking:

Gus Lopez, ext. 6641

Sign-Offs:

Department Director	Assistant City Manager	Çi	ity Manager
SF	TH_ MA	JMG_	aff for

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AGENDA ITEM <u>C7F</u>

DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE ADMINISTRATION TO ISSUE PURCHASE ORDERS TO CONSOLIDATED PARKING EQUIPMENT A SOLE SOURCE LOCAL DISTRIBUTOR OF FEDERAL A.P.D. PARKING EQUIPMENT, FOR MAINTENANCE AND SERVICE OF REVENUE CONTROL PARKING EQUIPMENT IN CITY-OWNED GARAGES IN THE ESTIMATED AMOUNT OF

\$110,000 ANNUALLY.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

FUNDING

Funding is available from the Account Numbers:

7th Street Garage: 142-6976-000325 \$ 9,300.00 16th Street Garage: 463-1990-000325 \$ 9,900.00 Parking Enterprise Fund Garages: 480-0463-000325 \$ 90,800.00 **Total:** \$110,000.00

ANALYSIS

The City of Miami Beach Parking Department has invested over \$2M in Federal APD Parking Revenue/Access Control Equipment. In an effort to have consistency in technology (hardware/software), reporting/auditing, and collection platforms, the City has chosen one system rather than blended systems throughout all of its parking facilities. This equipment is out of warranty (one year) and had been maintained over the last five years by Royce Parking Control Systems, "Federal APD" local authorized service provider. Royce has since terminated their agreement with the City, effective August 1, 2005. Federal APD has named Consolidated Parking Equipment, a newly formed company, as their local authorized distributor of their parking revenue/access control equipment for the South Florida area.

CONCLUSION

The Administration recommends that the Mayor and City Commission adopt the attached resolution, approving the issuance of Purchase Orders to Consolidated Parking Equipment, an authorized local sole source distributor of Federal APD parking revenue/access control equipment for sales, services, maintenance, and repair of their equipment in the estimated annual amount of \$110,000.

JMG/TH/SF

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CERTIFIED ISO 9001:2000



June 21, 2005

Re: Federal APD Distribution

To Whom It May Concern

This letter is to announce that Consolidated Parking Equipment, Inc. is by contract, an authorized representative for the products of Federal APD in the South Florida market. Federal APD requires that all distributors meet certain criteria in terms of experience in the industry and with parking equipment in particular. Lawrence Oliva, the President, has a long history in many facets of the parking industry and will bring a unique perspective to the distribution of Federal APD equipment.

Federal APD is excited about this addition to our Worldwide Distribution Network.

Please contact Hank Connors with any questions.

Sincerely.

H.B. Connors Regional Manager

Federal APD

(407) 299-0731

cc: Consolidated Parking

RESOLUTION TO BE SUBMITTED

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A resolution of the Mayor and City Commission of the City of Miami Beach, Florida authorizing the Mayor, or his designee, to execute a Memorandum of Understanding with the United States Secret Service for the purpose of coordinating law enforcement investigations as part of the Secret Service's Miami Electronic Crimes Task Force; providing for reimbursement by the Department of Treasury for certain investigative overtime and training expenditures.

Issue:

Shall the City of Miami Beach execute a Memorandum of Understanding with the United States Secret Service that will allow for the coordinating of investigations via the Miami Electronic Crimes Task Force?

Item Summary/Recommendation:

The Administration recommends the adoption of this resolution. This Memorandum of Understanding between the City of Miami Beach Police Department and the United States Secret Service will allow Miami Beach Police Detectives to participate in the Miami Electronic Crimes Task Force (MECTF). The MECTF has been assisting the Miami Beach Police Department on recent cases involving child exploitation investigations and forensic examination of computer hardware. The Memorandum of Understanding also provides for reimbursement by the Department of Treasury for certain investigative overtime and training expenditures as well as acquisition of investigative equipment required for these types of investigations.

Advisory Board Recommendation	A	dvis	orv	Board	d Re	com	men	datio	n:
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N/A

Financial Information:

Source of		Amount	Account	Approved
Funds:	1			
	2			
	3			
	4			
Finance Dept.	Total			

City Clerk's Office Legislative Tracking:

Commander Hernan D. Cardeno / Police Department

Sign-Offs:

er	City Manag	Manager	Department Director
	Jan = x		K)
	Jan S		V

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AGENDA ITEM <u>C7G</u>

DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE UNITED STATES SECRET SERVICE FOR THE PURPOSE OF COORDINATING LAW ENFORCEMENT INVESTIGATIONS AS PART OF THE SECRET SERVICE'S MIAMI ELECTRONIC CRIMES TASK FORCE; PROVIDING FOR REIMBURSEMENT BY THE DEPARTMENT OF TREASURY FOR CERTAIN INVESTIGATIVE OVERTIME AND TRAINING

EXPENDITURES.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS

This Memorandum of Understanding between the City of Miami Beach Police Department and the United States Secret Service will allow Miami Beach Police Detectives to participate in the Miami Electronic Crimes Task Force (MECTF).

The MECTF has been assisting the Miami Beach Police Department on recent cases involving child exploitation investigations and forensic examination of computer hardware. The Memorandum of Understanding also provides for reimbursement by the Department of Treasury for certain investigative overtime and training expenditures as well as acquisition of investigative equipment required for these types of investigations.

CONCLUSION

It is recommended that the Mayor and City Commission adopt this Resolution and authorize the signing of the Memorandum of Understanding that will allow for the coordination of electronic crimes investigations.

JMG/DO/RM/PS/CN/HDC

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MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF MIAMI BEACH POLICE DEPARTMENT AND THE UNITED STATES SECRET SERVICE

The City of Miami Beach Police Department and the United States Secret Service (USSS) enter into this memorandum of understanding (MOU), which becomes effective with the signatures of both parties and remains in effect until terminated by the mutual agreement of the City of Miami Beach Police Department and the USSS or upon 30 day written notice by either party to this agreement.

I. AUTHORITY

This MOU is established pursuant to provisions of the Treasury Forfeiture Fund Act of 1992, 31 USC 9703, as amended. This act established the Department of the Treasury Forfeiture Fund and authorized the payment of certain overtime expenditures, travel, fuel, training, equipment and other similar costs of State and Local law enforcement officers, that are involved in joint operations, with a Department of the Treasury law enforcement organization, as prescribed in 31 USC 9703 (a)(1)(l)(hereinafter "overtime costs and other expenses").

II. PURPOSE

This MOU establishes the procedures and responsibilities of both the City of Miami Beach Police Department and the USSS for the reimbursement of certain overtime costs and other expenses pursuant to 31 USC 9703.

III. CONDITIONS AND PROCEDURES

The parties agree to the following conditions:

- (a) The City of Miami Beach Police Department may request reimbursement of payment of overtime costs and other expenses directly related to work performed by its officer(s) assigned to assist the U.S. Secret Service's Miami Electronic Crimes Task Force in conducting official investigations. The City of Miami Beach Police Department will submit all requests for reimbursement payments, together with appropriate documentation, to the U.S. Secret Service's Miami Electronic Crimes Task Force Supervisor. Request for reimbursement will be based solely upon overtime worked and other expenses performed on behalf of the U.S. Secret Service Miami Electronic Crimes Task Force.
- (b) All reimbursement hours of overtime costs and all other expenses covered under this MOU must be approved and certified by the U.S. Secret Service Task Force supervisor. The reimbursable overtime payments will be based upon the actual

hourly overtime rate, exclusive of matching employer contributions for any taxes or benefits.

- (c) The U.S. Secret Service Task Force supervisor will forward all approved reimbursement requests through the Special Agent in Charge (SAIC) Criminal Investigative Division, Office of Investigations, to the Treasury Forfeiture Fund's payment agent, the U.S. Customs National Finance Center (NFC).
- (d) During the period of assignment to the Miami Electronic Crimes Task Force, the City of Miami Beach Police Department will remain responsible for establishing the salary and benefits, including overtime of the officer(s) assigned to the Task Force and making all payments due them. Reimbursement under this MOU is contingent upon the availability of mandatory funds allocated to the U.S. Secret Service through the Department of the Treasury Forfeiture fund.
 - (e) The City of Miami Beach Police Department shall permit and have readily available for examination and auditing by the U.S. Secret Service, the Department of Treasury, the Comptroller of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. They shall maintain all such records and reports until all audits and examinations are completed and resolved, or for a period of three (3) years, which ever is sooner.
- (f) Payments may be made to the extent they are included in the U.S. Secret Service Fiscal Year Plan and the monies are available within the Department of Treasury Forfeiture Fund to satisfy the request(s) for reimbursable expenses. It should also be understood that the total amount(s) made available to the U.S. Secret Service through the Department of the Treasury Forfeiture Fund, for reimbursement to the City of Miami Beach Police Department, could change at any time.
- (g) Pursuant to the Treasury Executive Office for Asset Forfeiture (TEOAF) directive number 18, the maximum reimbursement entitlement for overtime costs to any one law enforcement official cannot exceed thirteen-thousand (\$13,000.00) dollars during the fiscal year.
- (h) This document does not obligate funds. Funding authority will be provided through other documents.

The City of Miami Beach Police Department shall provide the U.S. Secret Service within 10 days of the signing of this MOU, with their agency's mailing address, contact name, telephone number and tax identification number. Further, this agency must provide the name, account number and ABA routing number of the financial institution where the City of Miami Beach Police Department wants the Electronic Funds transfer (EFT) payment deposited for the reimbursement of overtime salary costs. Failure to provide this information within the prescribed period of time will nullify this MOU agreement.

IV. REVISIONS

The terms of this MOU may be amended upon the written approval of both the City of Miami Beach Police Department and the U.S. Secret Service. Such amendment is effective upon the date of approval.

U.S. Secret Service Miami Field Office	City of Miami Beach Police Department
SAIC William T. Sims	Chief/Commissioner/Sheriff or Designee (Name)
Date:	Date:
SAIC Larry Johnson U.S. Secret Service, Office of Investigation Criminal Investigative Division	
Date:	

TEOAF TASK FORCE INFORMATION SHEET

Police Department:			
Complete Address:			
Street:			
City/State/Zip			
1 · ·	Full	Part-Time	
Total Officers/Detective	s:		
Contact Person Handlin	g Payments:		<u>,</u>
Contact Person's Teleph	ione Number:		
Law Enforcement Agen	cy's Tax ID#:	·	
Bank Name:			
Bank Telephone#			
Bank ABA (routing) #_			
Bank Account #			

RESOLUTION TO BE SUBMITTED

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



C	on	de	'n	SE	h	Ti	H	A	•
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A resolution authorizing the Mayor, or his designee, and the City Clerk to execute a Mutual Aid Agreement with the Cities of Florida City, South Miami and Medley, Florida, for the purpose of coordinating law enforcement planning, operations, and mutual aid benefit.

Issue:

Shall the City Commission execute the Mutual Aid Agreements?

Item Summary/Recommendation:

The Administration recommends the adoption of this resolution that will allow for the sharing of law enforcement resources and the rendering of assistance both during routine and intensive law enforcement situations. The City of Miami Beach and the Cities of Florida City and South Miami, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and man-made conditions which are or are likely to be beyond the control of personnel, equipment or facilities of the Miami Beach Police Department or the Cities of Florida City and South Miami believe that it is beneficial for each to participate in a Mutual Aid Agreement as authorized by Chapter 23, Florida Statutes.

Advisory Board Recommendation:	
N/A	

Financial Information:

Source of	Amo	unt	Account	Approved
Funds:	1			
	2			
	3			
	4			
Finance Dept.	Total			

City Clerk's Office Legislative Trac	king:
Mike Gruen	

gn-Offs: Department Director	Assistant (City Manager		City Manag	ier
Department Birector	Abbiotant	only manager	1	Oity manag	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
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AGENDA ITEM <u>C7H</u>

DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE MAYOR, OR HIS DESIGNEE, AND THE CITY CLERK TO EXECUTE A MUTUAL AID AGREEMENT WITH THE CITIES OF FLORIDA CITY, SOUTH MIAMI AND MEDLEY, FLORIDA, FOR THE PURPOSE OF COORDINATING LAW ENFORCEMENT PLANNING, OPERATIONS, AND MUTUAL AID

BENEFIT.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS

The City of Miami Beach and the Cities of Florida City and South Miami, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and man-made conditions which are or are likely to be beyond the control, personnel, equipment or facilities of the Miami Beach Police Department or the Cities of Florida City and South Miami believe that it is beneficial for each to participate in a Mutual Aid Agreement as authorized by Chapter 23, Florida Statutes.

The Mutual Aid Agreement will allow for the sharing of law enforcement resources and the rendering of assistance both during routine and intensive law enforcement situations.

This Agreement will take effect when it is signed and will expire on January 1, 2010.

CONCLUSION

It is recommended that the Mayor and City Commission adopt this Resolution and authorize the signing of the Mutual Aid Agreement that will allow for the sharing of law enforcement resources.

JMG/DWD/PS/MG

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RESOLUTION NO.	RESOI	JITION NO.	
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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA AUTHORIZING THE MAYOR, OR HIS DESIGNEE, AND THE CITY CLERK TO EXECUTE A MUTUAL AID AGREEMENT WITH THE CITIES OF FLORIDA CITY, SOUTH MIAMI AND MEDLEY, FLORIDA, FOR THE PURPOSE OF COORDINATING LAW ENFORCEMENT PLANNING, OPERATIONS, AND MUTUAL AID BENEFIT

WHEREAS, it is the responsibility of the respective governments of the City of Miami Beach and the City of Florida City, the City of South Miami and the City of Medley, Florida to ensure the public safety of their citizens by providing adequate levels of police service to address any foreseeable routine or emergency situation; and

WHEREAS, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and man-made conditions which are, or are likely to be, beyond the control of services, personnel, equipment, or facilities of the City of Miami Beach Police Department or the other cities mentioned above; and

WHEREAS, in order to ensure the preparation of these law enforcement agencies will be adequate to address any and all of these conditions, to protect the public peace and safety, and to preserve the lives and property of the people of the City of Miami Beach and the above mentioned cities; and

WHEREAS, the City of Miami Beach, the City of Florida City, the City of South Miami and the City of Medley have the authority under Chapter 23, Florida Statutes, "Florida Mutual Aid Act," to enter into the attached Mutual Aid Agreement.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor, or his designee, and City Clerk are authorized to execute a Mutual Aid Agreement with the City of Florida City, the City of South Miami and the City of Medley, Florida, for the purpose of coordinating law enforcement planning, operations, and mutual aid benefits.

PASSED and ADOPTED t	hisday of	, 2005.
	M	AYOR
ATTEST:	APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION:	
CITY CLERK	City Attorney Pai	7-2/-05 Date

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MUTUAL AID AGREEMENT

Between the Miami Beach Police Department and the City of Florida City Police Department

WHEREAS, it is the responsibility of the governments of the City of Miami Beach, Florida, and the City of Florida City, Florida, to ensure the public safety of their citizens by providing adequate levels of police services to address any foreseeable routine or emergency situation; and

WHEREAS, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and manmade conditions which are, or are likely to be, beyond the control of the services, personnel, equipment or facilities of the participating municipal police departments; and

WHEREAS, in order to ensure the preparation of these law enforcement agencies will be adequate to address any and all of these conditions, to protect the public peace and safety, and to preserve the lives and property of the people of the participating Dade County municipalities; and

WHEREAS, the participating Dade County municipalities have the authority under Chapter 23, Florida Statutes, Florida Mutual Aid Act, to enter into a Mutual Aid Agreement.

NOW, THEREFORE, BE IT KNOWN, that the **City of Miami Beach** and the **City of Florida City**, subdivisions of the State of Florida, and the undersigned representatives, in consideration of mutual promises to render valuable aid in times of necessity, do hereby agree to fully and faithfully abide by and be bound by the following terms and conditions:

- 1. Short title: Mutual Aid Agreement
- 2. Description: Since the Mutual Aid Agreement provides for the requesting and rendering of assistance for both routine and intensive law enforcement situations, this Mutual Aid Agreement combines the elements of both a voluntary cooperation agreement and a requested operational assistance agreement as described in Chapter 23 Florida Statutes.

3. Definitions:

A. **Joint declaration:** A document which enumerates the various conditions or situations where aid may be requested or rendered pursuant to this Agreement, as determined by concerned agency heads. Subsequent to execution by the concerned agency heads, the Joint Declaration shall be filed with the clerks of the respective

political subdivisions and shall thereafter become part of this Agreement. Said declaration may be amended or supplemented at any time by the agency heads by filing subsequent declarations with the clerks of the respective political subdivisions.

- B. Agency or participating law enforcement agency: Either the City of Miami Beach Police Department or the City of Florida City Police Department.
- C. **Agency Head:** Either the Chief of the City of Miami Beach Police Department, or the Chief's designees, and the Chief of Police of the City of Florida City Police Department, or the Chief's designees.
- D. **Participating municipal police department:** The police department of any municipality in Dade County, Florida, that has approved and executed this Agreement upon the approval of the governing body of the municipality.
- E. **Certified law enforcement employees**: Any law enforcement employee certified as provided in Chapter 943, Florida Statutes.

4. Operations:

- A. In the event that a party to this Agreement is in need of assistance, as specified in the applicable Joint Declaration, an authorized representative of the police department requiring assistance shall notify the agency from which such assistance is requested. The authorized agency representative whose assistance is sought shall evaluate the situation and his available resources, and will respond in a manner deemed appropriate.
- B. Each party to this Agreement agrees to furnish necessary man power, equipment, facilities, and other resources and to render services to the other party as required to assist the requesting party in addressing the situation which caused the request; provided, however, that no party shall be required to deplete, unreasonably, its own manpower, equipment, facilities, and other resources and services in rendering such assistance.
- C. The agency heads of the participating law enforcement agencies, or their designees, shall establish procedures for giving control of the mission definition to the requesting agency, and for giving tactical control over accomplishing any such assigned mission and supervisory control over all personnel or equipment provided pursuant to this Agreement to the providing agency.

- 5. Powers, Privileges, Immunities, and Costs:
 - A. All employees of the participating municipal police department, certified law enforcement employees as defined in Chapter 943, Florida Statutes, during such time that said employees are actually providing aid outside of the jurisdictional limits of the employing municipality pursuant to a request for aid made in accordance with this Agreement, shall pursuant to the provisions of Chapter 23, Florida Statutes, have the same powers, duties, rights, privileges, and immunities as if they were performing their duties in the political subdivision in which they are regularly employed.
 - B. The political subdivision having financial responsibility for the law enforcement agency providing the services, personnel, equipment, or facilities pursuant to the provisions of this Agreement shall bear any loss or damage to same and shall pay any and all expenses incurred in the maintenance and operation of same.
 - C. The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement shall compensate all of its employees rendering aid pursuant to this Agreement, during the time of rendering of such aid, and shall defray the actual travel and maintenance expenses of such employees while they are rendering such aid. Such compensation shall include any amounts paid or due for compensation due to personal injury or death while such employees are engaged in rendering such aid. Such compensation shall also include all benefits normally due such employees.
 - D. All exemptions from ordinances and rules, and all pension, insurance, relief, disability, workers compensation, salary, death, and other benefits which apply to the activity of such officers, agents, or employees of any such agency, when performing their respective functions within the territorial limits of their respective agencies, shall apply to them to the same degree, manner, and extent while engaged in the performance of their functions and duties extraterritorial under the provisions of this Mutual Aid Agreement. The provision of this Agreement shall apply with equal effect to paid and auxiliary employees.
- 6. **Indemnification:** The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement agrees to hold harmless, defend, and indemnify the requesting law enforcement agency and its political subdivision in any suit, action or claim for damages resulting from any and all acts or conduct of employees of

said providing agency while providing aid pursuant to this Agreement, subject to Chapter 768, Florida Statutes, where applicable.

- 7. **Forfeitures:** It is recognized that during the course of the operation of the Agreement, property subject to forfeiture under the Florida Contraband Forfeiture Act, Florida Statutes, may be seized. The property shall be seized, forfeited, and equitably distributed among the participating agencies in proportion to the amount of investigation and participation performed by each agency. This shall occur pursuant to the provisions of the Florida Contraband Forfeiture Act.
- 8. **Conflicts:** Any conflict between this Agreement and the Florida Mutual Aid Act will be controlled by the provisions of the latter, whenever conditions exist that are within the definitions stated in Chapter 23, Florida Statutes.
- 9. **Effective Date and Duration:** This Agreement shall be in effect from date of signing, through and including **January 1, 2010**, and under no circumstances may this Agreement be renewed, amended or extended except in writing.
- 10. **Cancellation:** This Agreement may be canceled by either party upon sixty (60) days written notice to the other party. Cancellation will be at the discretion of the chief executive officers of the parties hereto.

AGREED AND ACKNOWLEDGED this	day of	, 2005.
JORGE M. GONZALEZ City Manager City of Miami Beach, FL	Mayor City of Florida City, FL	
ATTEST:	ATTEST:	
Robert Parcher CITY CLERK City of Miami Beach, FL	CITY CLERK City of Florida City, F	L
APPROVED AS TO FORM AND LANGUAGE AND FOR EXECUTION:		
Murray H. Dubbin City Attorney City of Miami Beach, FL	City Attorney City of Florida City. FL	

JOINT DECLARATION OF THE CHIEF OF THE CITY OF FLORIDA CITY POLICE DEPARTMENT AND THE CHIEF OF THE CITY OF MIAMI BEACH POLICE DEPARTMENT PURSUANT TO MUTUAL AID AGREEMENT

A police officer of either of the participating law enforcement agencies shall be considered to be operating under the provisions of the Mutual Aid Agreement when:

- participating in law enforcement activities that are preplanned and approved by each respective agency head, or
- appropriately dispatched in response to a request for assistance from the other law enforcement agency.

In compliance with, and under the authority of, the Mutual Aid Agreement, hereto entered into by the City of Florida City, Florida, and the City of Miami Beach, Florida, it is hereby declared that the following list comprises the circumstances and conditions under which mutual aid may be requested and rendered regarding police operations pursuant to the Agreement. Said list may be amended or supplemented from time to time, as needs dictate by subsequent declarations.

- 1. Joint multi-jurisdictional criminal investigations.
- 2. Civil affray or disobedience, disturbances, riots, large protest demonstrations, controversial trials, political conventions, labor disputes, and strikes.
- 3. Any natural disaster.
- 4. Incidents which require rescue operations and crowd and traffic control measures, including, but not limited to, large-scale evacuations, aircraft and shipping disasters, fires, explosions, gas line leaks, radiological incidents, train wrecks and derailments, chemical or hazardous waste spills, and electrical power failures.
- 5. Terrorist activities including, but not limited to, acts of sabotage.
- 6. Escapes from or disturbances within detention facilities.
- 7. Hostage and barricaded subject situations, and aircraft piracy.
- 8. Control of major crime scenes, area searches, perimeter control, backups to emergency and in-progress calls, pursuits, and missing persons calls.
- 9. Enemy attack.

- 10. Transportation of evidence requiring security.
- 11. Major events; e.g., sporting events, concerts, parades, fairs, festivals, and conventions.
- 12. Security and escort duties for dignitaries.
- 13. Emergency situations in which one agency cannot perform its functional objective.
- 14. Incidents requiring utilization of specialized units; e.g., underwater recovery, canine, motorcycle, crime scene, marine patrol enforcement or investigation, and police information.
- 15. Joint training in areas of mutual need to include, but not limited to, firearms training and qualification; field force; SWAT; ATV; motorcycles; and marine patrol.
- Participating in exigent situations without a formal request which are spontaneous occurrences such as area searches for wanted subjects, perimeters, crimes in progress, escaped prisoners; traffic stops near municipal boundaries, request for assistance and no local unit is available or nearby, calls or transmissions indicating an officer is injured, calls indicating a crime of incident has occurred in which a citizen may likely be injured and the assisting municipality is closer to the area than the officer receiving the call.
- 17. Mutual enforcement of all existing applicable laws and ordinances and exercise of arrest powers within the area comprising the jurisdictional waters within respective municipal boundaries.

DATE:	DATE:
DONALD W. De LUCCA Chief of Police Miami Beach Police Department Miami Beach, Florida	Chief of Police Florida City Police Department City of Florida City, Florida
ATTEST:	ATTEST:
Robert Parcher CITY CLERK City of Miami Beach, FL	CITY CLERK City of Florida City, Florida

MUTUAL AID AGREEMENT

Between the Miami Beach Police Department and the City of South Miami Police Department

WHEREAS, it is the responsibility of the governments of the City of Miami Beach, Florida, and the City of South Miami, Florida, to ensure the public safety of their citizens by providing adequate levels of police services to address any foreseeable routine or emergency situation; and

WHEREAS, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and manmade conditions which are, or are likely to be, beyond the control of the services, personnel, equipment or facilities of the participating municipal police departments; and

WHEREAS, in order to ensure the preparation of these law enforcement agencies will be adequate to address any and all of these conditions, to protect the public peace and safety, and to preserve the lives and property of the people of the participating Dade County municipalities; and

WHEREAS, the participating Dade County municipalities have the authority under Chapter 23, Florida Statutes, Florida Mutual Aid Act, to enter into a Mutual Aid Agreement.

NOW, THEREFORE, BE IT KNOWN, that the **City of Miami Beach** and the **City of South Miami**, subdivisions of the State of Florida, and the undersigned representatives, in consideration of mutual promises to render valuable aid in times of necessity, do hereby agree to fully and faithfully abide by and be bound by the following terms and conditions:

- 1. Short title: Mutual Aid Agreement
- 2. Description: Since the Mutual Aid Agreement provides for the requesting and rendering of assistance for both routine and intensive law enforcement situations, this Mutual Aid Agreement combines the elements of both a voluntary cooperation agreement and a requested operational assistance agreement as described in Chapter 23 Florida Statutes.

Definitions:

A. **Joint declaration:** A document which enumerates the various conditions or situations where aid may be requested or rendered pursuant to this Agreement, as determined by concerned agency heads. Subsequent to execution by the concerned agency heads, the Joint Declaration shall be filed with the clerks of the respective

political subdivisions and shall thereafter become part of this Agreement. Said declaration may be amended or supplemented at any time by the agency heads by filing subsequent declarations with the clerks of the respective political subdivisions.

- B. Agency or participating law enforcement agency: Either the City of Miami Beach Police Department or the City of South Miami Police Department.
- C. Agency Head: Either the Chief of the City of Miami Beach Police Department, or the Chief's designees, and the Chief of Police of the City of South Miami Police Department, or the Chief's designees.
- D. Participating municipal police department: The police department of any municipality in Dade County, Florida, that has approved and executed this Agreement upon the approval of the governing body of the municipality.
- E. **Certified law enforcement employees**: Any law enforcement employee certified as provided in Chapter 943, Florida Statutes.

4. Operations:

- A. In the event that a party to this Agreement is in need of assistance, as specified in the applicable Joint Declaration, an authorized representative of the police department requiring assistance shall notify the agency from which such assistance is requested. The authorized agency representative whose assistance is sought shall evaluate the situation and his available resources, and will respond in a manner deemed appropriate.
- B. Each party to this Agreement agrees to furnish necessary man power, equipment, facilities, and other resources and to render services to the other party as required to assist the requesting party in addressing the situation which caused the request; provided, however, that no party shall be required to deplete, unreasonably, its own manpower, equipment, facilities, and other resources and services in rendering such assistance.
- C. The agency heads of the participating law enforcement agencies, or their designees, shall establish procedures for giving control of the mission definition to the requesting agency, and for giving tactical control over accomplishing any such assigned mission and supervisory control over all personnel or equipment provided pursuant to this Agreement to the providing agency.

- 5. Powers, Privileges, Immunities, and Costs:
 - A. All employees of the participating municipal police department, certified law enforcement employees as defined in Chapter 943, Florida Statutes, during such time that said employees are actually providing aid outside of the jurisdictional limits of the employing municipality pursuant to a request for aid made in accordance with this Agreement, shall pursuant to the provisions of Chapter 23, Florida Statutes, have the same powers, duties, rights, privileges, and immunities as if they were performing their duties in the political subdivision in which they are regularly employed.
 - B. The political subdivision having financial responsibility for the law enforcement agency providing the services, personnel, equipment, or facilities pursuant to the provisions of this Agreement shall bear any loss or damage to same and shall pay any and all expenses incurred in the maintenance and operation of same.
 - C. The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement shall compensate all of its employees rendering aid pursuant to this Agreement, during the time of rendering of such aid, and shall defray the actual travel and maintenance expenses of such employees while they are rendering such aid. Such compensation shall include any amounts paid or due for compensation due to personal injury or death while such employees are engaged in rendering such aid. Such compensation shall also include all benefits normally due such employees.
 - D. All exemptions from ordinances and rules, and all pension, insurance, relief, disability, workers compensation, salary, death, and other benefits which apply to the activity of such officers, agents, or employees of any such agency, when performing their respective functions within the territorial limits of their respective agencies, shall apply to them to the same degree, manner, and extent while engaged in the performance of their functions and duties extraterritorial under the provisions of this Mutual Aid Agreement. The provision of this Agreement shall apply with equal effect to paid and auxiliary employees.
- 6. **Indemnification:** The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement agrees to hold harmless, defend, and indemnify the requesting law enforcement agency and its political subdivision in any suit, action or claim for damages resulting from any and all acts or conduct of employees of

said providing agency while providing aid pursuant to this Agreement, subject to Chapter 768, Florida Statutes, where applicable.

- 7. **Forfeitures:** It is recognized that during the course of the operation of the Agreement, property subject to forfeiture under the Florida Contraband Forfeiture Act, Florida Statutes, may be seized. The property shall be seized, forfeited, and equitably distributed among the participating agencies in proportion to the amount of investigation and participation performed by each agency. This shall occur pursuant to the provisions of the Florida Contraband Forfeiture Act.
- 8. **Conflicts:** Any conflict between this Agreement and the Florida Mutual Aid Act will be controlled by the provisions of the latter, whenever conditions exist that are within the definitions stated in Chapter 23, Florida Statutes.
- 9. **Effective Date and Duration:** This Agreement shall be in effect from date of signing, through and including **January 1, 2010,** and under no circumstances may this Agreement be renewed, amended or extended except in writing.
- 10. **Cancellation:** This Agreement may be canceled by either party upon sixty (60) days written notice to the other party. Cancellation will be at the discretion of the chief executive officers of the parties hereto.

AGREED AND ACKNOWLEDGED this _	day of, 2	2005.
JORGE M. GONZALEZ City Manager City of Miami Beach, FL	Mayor City of South Miami, FL	
ATTEST:	ATTEST:	
Robert Parcher CITY CLERK City of Miami Beach, FL	CITY CLERK City of South Miami, FL	
APPROVED AS TO FORM AND LANGUAGE AND FOR EXECUTION:		
Murray H. Dubbin City Attorney City of Miami Beach, FL	City Attorney City of South Miami, FL	

JOINT DECLARATION OF THE CHIEF OF THE CITY OF SOUTH MIAMI POLICE DEPARTMENT AND THE CHIEF OF THE CITY OF MIAMI BEACH POLICE DEPARTMENT PURSUANT TO MUTUAL AID AGREEMENT

A police officer of either of the participating law enforcement agencies shall be considered to be operating under the provisions of the Mutual Aid Agreement when:

- participating in law enforcement activities that are preplanned and approved by each respective agency head, or
- appropriately dispatched in response to a request for assistance from the other law enforcement agency.

In compliance with, and under the authority of, the Mutual Aid Agreement, hereto entered into by the City of South Miami, Florida, and the City of Miami Beach, Florida, it is hereby declared that the following list comprises the circumstances and conditions under which mutual aid may be requested and rendered regarding police operations pursuant to the Agreement. Said list may be amended or supplemented from time to time, as needs dictate by subsequent declarations.

- 1. Joint multi-jurisdictional criminal investigations.
- 2. Civil affray or disobedience, disturbances, riots, large protest demonstrations, controversial trials, political conventions, labor disputes, and strikes.
- 3. Any natural disaster.
- Incidents which require rescue operations and crowd and traffic control measures, including, but not limited to, large-scale evacuations, aircraft and shipping disasters, fires, explosions, gas line leaks, radiological incidents, train wrecks and derailments, chemical or hazardous waste spills, and electrical power failures.
- 5. Terrorist activities including, but not limited to, acts of sabotage.
- 6. Escapes from or disturbances within detention facilities.
- 7. Hostage and barricaded subject situations, and aircraft piracy.
- 8. Control of major crime scenes, area searches, perimeter control, backups to emergency and in-progress calls, pursuits, and missing persons calls.
- 9. Enemy attack.

- 10. Transportation of evidence requiring security.
- 11. Major events; e.g., sporting events, concerts, parades, fairs, festivals, and conventions.
- 12. Security and escort duties for dignitaries.
- 13. Emergency situations in which one agency cannot perform its functional objective.
- 14. Incidents requiring utilization of specialized units; e.g., underwater recovery, canine, motorcycle, crime scene, marine patrol enforcement or investigation, and police information.
- 15. Joint training in areas of mutual need to include, but not limited to, firearms training and qualification; field force; SWAT; ATV; motorcycles; and marine patrol.
- 16. Participating in exigent situations without a formal request which are spontaneous occurrences such as area searches for wanted subjects, perimeters, crimes in progress, escaped prisoners; traffic stops near municipal boundaries, request for assistance and no local unit is available or nearby, calls or transmissions indicating an officer is injured, calls indicating a crime of incident has occurred in which a citizen may likely be injured and the assisting municipality is closer to the area than the officer receiving the call.
- 17. Mutual enforcement of all existing applicable laws and ordinances and exercise of arrest powers within the area comprising the jurisdictional waters within respective municipal boundaries.

DATE:	DATE:
DONALD W. De LUCCA Chief of Police Miami Beach Police Department Miami Beach, Florida	Chief of Police South Miami Police Department City of South Miami, Florida
ATTEST:	ATTEST:
Robert Parcher CITY CLERK City of Miami Beach, FL	CITY CLERK City of South Miami, Florida

MUTUAL AID AGREEMENT

Between the Miami Beach Police Department and the Town of Medley Police Department

WHEREAS, it is the responsibility of the governments of the City of Miami Beach, Florida, and the Town of Medley, Florida, to ensure the public safety of their citizens by providing adequate levels of police services to address any foreseeable routine or emergency situation; and

WHEREAS, because of the existing and continuing possibility of the occurrence of law enforcement problems and other natural and manmade conditions which are, or are likely to be, beyond the control of the services, personnel, equipment or facilities of the participating municipal police departments; and

WHEREAS, in order to ensure the preparation of these law enforcement agencies will be adequate to address any and all of these conditions, to protect the public peace and safety, and to preserve the lives and property of the people of the participating Miaimi-Dade County municipalities; and

WHEREAS, the participating Miami-Dade County municipalities have the authority under Chapter 23, Florida Statutes, Florida Mutual Aid Act, to enter into a Mutual Aid Agreement.

NOW, THEREFORE, BE IT KNOWN, that the **City of Miami Beach** and the **Town of Medley**, subdivisions of the State of Florida, and the undersigned representatives, in consideration of mutual promises to render valuable aid in times of necessity, do hereby agree to fully and faithfully abide by and be bound by the following terms and conditions:

- 1. Short title: Mutual Aid Agreement
- 2. Description: Since the Mutual Aid Agreement provides for the requesting and rendering of assistance for both routine and intensive law enforcement situations, this Mutual Aid Agreement combines the elements of both a voluntary cooperation agreement and a requested operational assistance agreement as described in Chapter 23 Florida Statutes.

3. Definitions:

A. **Joint declaration:** A document which enumerates the various conditions or situations where aid may be requested or rendered pursuant to this Agreement, as determined by concerned agency heads. Subsequent to execution by the concerned agency heads, the Joint Declaration shall be filed with the clerks of the respective

political subdivisions and shall thereafter become part of this Agreement. Said declaration may be amended or supplemented at any time by the agency heads by filing subsequent declarations with the clerks of the respective political subdivisions.

- B. Agency or participating law enforcement agency: Either the City of Miami Beach Police Department or the Town of Medley Police Department.
- C. **Agency Head:** Either the Chief of the City of Miami Beach Police Department, or the Chief's designees, and the Chief of Police of the Town of Medley Police Department, or the Chief's designees.
- D. **Participating municipal police department:** The police department of any municipality in Miami-Dade County, Florida, that has approved and executed this Agreement upon the approval of the governing body of the municipality.
- E. Certified law enforcement employees: Any law enforcement employee certified as provided in Chapter 943, Florida Statutes.

4. Operations:

- A. In the event that a party to this Agreement is in need of assistance, as specified in the applicable Joint Declaration, an authorized representative of the police department requiring assistance shall notify the agency from which such assistance is requested. The authorized agency representative whose assistance is sought shall evaluate the situation and his available resources, and will respond in a manner deemed appropriate.
- B. Each party to this Agreement agrees to furnish necessary man power, equipment, facilities, and other resources and to render services to the other party as required to assist the requesting party in addressing the situation which caused the request; provided, however, that no party shall be required to deplete, unreasonably, its own manpower, equipment, facilities, and other resources and services in rendering such assistance.
- C. The agency heads of the participating law enforcement agencies, or their designees, shall establish procedures for giving control of the mission definition to the requesting agency, and for giving tactical control over accomplishing any such assigned mission and supervisory control over all personnel or equipment provided pursuant to this Agreement to the providing agency.

- 5. Powers, Privileges, Immunities, and Costs:
 - A. All employees of the participating municipal police department, certified law enforcement employees as defined in Chapter 943, Florida Statutes, during such time that said employees are actually providing aid outside of the jurisdictional limits of the employing municipality pursuant to a request for aid made in accordance with this Agreement, shall pursuant to the provisions of Chapter 23, Florida Statutes, have the same powers, duties, rights, privileges, and immunities as if they were performing their duties in the political subdivision in which they are regularly employed.
 - B. The political subdivision having financial responsibility for the law enforcement agency providing the services, personnel, equipment, or facilities pursuant to the provisions of this Agreement shall bear any loss or damage to same and shall pay any and all expenses incurred in the maintenance and operation of same.
 - C. The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement shall compensate all of its employees rendering aid pursuant to this Agreement, during the time of rendering of such aid, and shall defray the actual travel and maintenance expenses of such employees while they are rendering such aid. Such compensation shall include any amounts paid or due for compensation due to personal injury or death while such employees are engaged in rendering such aid. Such compensation shall also include all benefits normally due such employees.
 - D. All exemptions from ordinances and rules, and all pension, insurance, relief, disability, workers compensation, salary, death, and other benefits which apply to the activity of such officers, agents, or employees of any such agency, when performing their respective functions within the territorial limits of their respective agencies, shall apply to them to the same degree, manner, and extent while engaged in the performance of their functions and duties extraterritorial under the provisions of this Mutual Aid Agreement. The provision of this Agreement shall apply with equal effect to paid and auxiliary employees.
- 6. **Indemnification:** The political subdivision having financial responsibility for the law enforcement agency providing aid pursuant to this Agreement agrees to hold harmless, defend, and indemnify the requesting law enforcement agency and its political subdivision in any suit, action or claim for damages resulting from any and all acts or conduct of employees of

said providing agency while providing aid pursuant to this Agreement, subject to Chapter 768, Florida Statutes, where applicable.

- 7. **Forfeitures:** It is recognized that during the course of the operation of the Agreement, property subject to forfeiture under the Florida Contraband Forfeiture Act, Florida Statutes, may be seized. The property shall be seized, forfeited, and equitably distributed among the participating agencies in proportion to the amount of investigation and participation performed by each agency. This shall occur pursuant to the provisions of the Florida Contraband Forfeiture Act.
- 8. **Conflicts:** Any conflict between this Agreement and the Florida Mutual Aid Act will be controlled by the provisions of the latter, whenever conditions exist that are within the definitions stated in Chapter 23, Florida Statutes.
- 9. **Effective Date and Duration:** This Agreement shall be in effect from date of signing, through and including **January 1, 2006**, and under no circumstances may this Agreement be renewed, amended or extended except in writing.
- 10. **Cancellation:** This Agreement may be canceled by either party upon sixty (60) days written notice to the other party. Cancellation will be at the discretion of the chief executive officers of the parties hereto.

AGREED AND ACKNOWLEDGED this	day of, 2005.
JORGE M. GONZALEZ	RAMON RODRIGUEZ
City Manager City of Miami Beach, FL	Mayor Town of Medley, FL
ATTEST:	ATTEST:
Robert Parcher CITY CLERK City of Miami Beach, FL	Herlina Taboda CITY CLERK Town of Medley, FL
APPROVED AS TO FORM AND LANGUAGE AND FOR EXECUTION:	yel-wolf
Murray H. Dubbin City Attorney	Melvin Wolfe Town Attorney
City of Miami Beach, El	Town of Medley FI

JOINT DECLARATION OF THE CHIEF OF THE TOWN OF MEDLEY POLICE DEPARTMENT AND THE CHIEF OF THE CITY OF MIAMI BEACH POLICE DEPARTMENT PURSUANT TO MUTUAL AID AGREEMENT

A police officer of either of the participating law enforcement agencies shall be considered to be operating under the provisions of the Mutual Aid Agreement when:

- participating in law enforcement activities that are preplanned and approved by each respective agency head, or
- appropriately dispatched in response to a request for assistance from the other law enforcement agency.

In compliance with, and under the authority of, the Mutual Aid Agreement, hereto entered into by the Town of Medley, Florida, and the City of Miami Beach, Florida, it is hereby declared that the following list comprises the circumstances and conditions under which mutual aid may be requested and rendered regarding police operations pursuant to the Agreement. Said list may be amended or supplemented from time to time, as needs dictate by subsequent declarations.

- 1. Joint multi-jurisdictional criminal investigations.
- 2. Civil affray or disobedience, disturbances, riots, large protest demonstrations, controversial trials, political conventions, labor disputes, and strikes.
- 3. Any natural disaster.
- 4. Incidents which require rescue operations and crowd and traffic control measures, including, but not limited to, large-scale evacuations, aircraft and shipping disasters, fires, explosions, gas line leaks, radiological incidents, train wrecks and derailments, chemical or hazardous waste spills, and electrical power failures.
- 5. Terrorist activities including, but not limited to, acts of sabotage.
- 6. Escapes from or disturbances within detention facilities.
- 7. Hostage and barricaded subject situations, and aircraft piracy.
- 8. Control of major crime scenes, area searches, perimeter control, backups to emergency and in-progress calls, pursuits, and missing persons calls.
- 9. Enemy attack.

- 10. Transportation of evidence requiring security.
- 11. Major events; e.g., sporting events, concerts, parades, fairs, festivals, and conventions.
- 12. Security and escort duties for dignitaries.
- 13. Emergency situations in which one agency cannot perform its functional objective.
- 14. Incidents requiring utilization of specialized units; e.g., underwater recovery, canine, motorcycle, crime scene, marine patrol enforcement or investigation, and police information.
- 15. Joint training in areas of mutual need to include, but not limited to, firearms training and qualification; field force; SWAT; ATV; motorcycles; and marine patrol.
- 16. Participating in exigent situations without a formal request which are spontaneous occurrences such as area searches for wanted subjects, perimeters, crimes in progress, escaped prisoners; traffic stops near municipal boundaries, request for assistance and no local unit is available or nearby, calls or transmissions indicating an officer is injured, calls indicating a crime of incident has occurred in which a citizen may likely be injured and the assisting municipality is closer to the area than the officer receiving the call.
- 17. Mutual enforcement of all existing applicable laws and ordinances and exercise of arrest powers within the area comprising the jurisdictional waters within respective municipal boundaries.

DATE:	DATE:
DONALD W. De LUCCA Chief of Police Miami Beach Police Department Miami Beach, Florida	THOMAS HUGHES Chief of Police Medley Police Department Medley, Florida
ATTEST:	ATTEST:
Robert Parcher CITY CLERK City of Miami Beach, FL	Herlina Taboda TOWN CLERK Town of Medley, Florida

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

Accept the City Manager's Recommendation Relative to the Ranking of Firms Pursuant to RFQ No. 10-04/05 for Professional Architectural and Engineering Services in Various Professional Specialties on an "as-needed basis". for Capital Projects in which the Basic Construction Cost does not exceed \$500,000 per Project, or for Study Activities for which the fee does not exceed \$25,000, and continuing contracts up to \$50,000; and Authorizing the Mayor and City Clerk to execute Professional Service Agreements upon completion of successful negotiations with all Forty-Seven (47) Firms who Provided their Qualifications in reference to this RFQ.

Issue:

Shall the City Commission approve the City Manager's recommendation to accept the recommendation related to the ranking of firms and authorize execution of Professional Service Agreements?

Item Summary/Recommendation:

RFQ No. 10-04/05 was issued on March 31, 2005 with an opening date of May 3, 2005. A pre-proposal conference to provide information to firms considering submitting a response was held on April 19, 2005. BidNet issued bid notices to 179 prospective proposers, resulting in 75 proposers requesting the RFQ document, which resulted in the receipt of the following forty-seven (47) proposals.

The City Manager via Letter to Commission (LTC) No. 115-2005, appointed an Evaluation Committee ("the Committee") consisting of the following individuals:

Thomas Mooney, Design and Preservation Manager (Chair)

Keith Mizell, Sr. Capital Projects Planner

Joyce Meyers, Principal Planner

- Jordanna Rubin, Environmental Construction Manager Gary Korkorian, Civil Engineer III
- Arshad Viqar, Civil Engineering III
- Steve Clark, Director of Operations, MBCC
- Dale Bryant, Landscape Projects Coordinator Bruce Lamberto, Property Construction Coordinator Viviana Alemany, Construction Manager

On June 15, 2005, the Committee convened. The Committee was provided information in reference to the project by Roman Martinez, Sr. Procurement Specialist as well as discussed the scope of work expected from the recommended firms. Additionally, the Committee discussed the Selection Criteria pursuant Section 287.055, Florida Statutes, known as the "Consultants' Competitive Negotiation Act" (CCNA).

The evaluation committee discussed the selection criteria as well as various options in ranking all the firms. It was the Committee's overall opinion that all 47 companies who provided proposals were qualified to provide services to the City. A motion was recommended by Thomas Mooney (chair), that the ranking of firms would be waived and that all companies be recommended for potential award of contracts adding that this option would be the most flexible and advantageous option for the City. The motion was seconded and approved by all Committee members.

Accept the City Manager's Recommendation and Authorize Negotiations.

N/A

Financial Information:

Source of	Amount Account Approve	ed
Funds:	1	
Finance Dept.	Total	

City Clerk's Office Legislative Tracking:

Gus Lopez

Sign-Offs:

Departn	nent Director	Assistant City Manager	For C	ity Manager
GL	FB Flad	RCM_	JMG_	Juny
		,	7	7

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AGENDA ITEM ___

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER AUTHORIZING THE ADMINISTRATION TO NEGOTIATE PROFESSIONAL SERVICES AGREEMENTS PURSUANT TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 10-04/05, FOR PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES IN VARIOUS PROFESSIONAL SPECIALTIES ON AN "AS-NEEDED BASIS," FOR CAPITAL PROJECTS IN WHICH THE BASIC CONSTRUCTION COST DOES NOT EXCEED \$500,000 PER PROJECT, OR FOR STUDY ACTIVITIES FOR WHICH THE FEE DOES NOT EXCEED \$25,000, AND CONTINUING CONTRACTS UP TO \$50,000; AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE PROFESSIONAL SERVICES AGREEMENTS UPON COMPLETION OF SUCCESSFUL NEGOTIATIONS WITH ALL FORTY-SEVEN (47) FIRMS WHO PROVIDED THEIR QUALIFICATIONS IN REFERENCE TO THIS RFQ.

ADMINISTRATIVE RECOMMENDATION

Adopt the Resolution.

ANALYSIS

In accordance with Section 287.055, Florida Statutes, known as the "Consultants' Competitive Negotiation Act", the City may enter into a "continuing contract" for professional Architectural and Engineering services for projects in which construction costs do not exceed \$500,000, or for study activities for which the fee does not exceed \$25,000.

On March 16, 2005, the Mayor and City Commission approved the issuance for a Request for Qualification (RFQ) for Professional Architectural and Engineering Services in various professional specialties on an "as-needed basis", for capital projects in which the basic construction cost does not exceed \$500,000 per project, or the study activities for which the fee does not exceed \$25,000; the selected firms will provide architectural and engineering services on an "as-needed basis" for a two-year contract period with 2 optional one year renewals.

"As-needed basis" means that each firm awarded a contract has agreed to be placed on a professional specialty list where the City may call upon them to perform professional projects as assigned by the Administration. As the need for service arises, firms will be contacted to provide the necessary professional service according to their respective specialty.

Commission Memo RFQ 10-04/05 – Professional Architectural/Engineering Services July 27, 2005 Page 2 of 6

The City's most recent architectural and engineering services contracts were authorized by the City Commission on June 6, 2001 as part of RFQ 12-00/01. These contracts were for a two-year period, and on June 6, 2003, the City opted to use its 2 year renewal option, and the terms of the agreements were extended. The present contracts were to expire on June 6, 2005, however, the terms of the Agreement have been extended by the Mayor and City Commission until such time that the new contracts are executed and implemented.

The Procurement Division in coordination with City representatives from Capital Improvement Project's Office, Public Works, Environmental Resource Management, Property Management, Parks and Recreation and the SMG staff developed the RFQ requirements. As a result, it was decided that applications should be solicited from firms for consulting assignments on the basis of expertise in a specific professional architectural or engineering specialty.

Pursuant to the authorization by the Mayor and City Commission, the Administration issued Request for Qualifications (RFQ) No.10-04/05, seeking responses from qualified firms with experience and capability to provide professional Architectural and Engineering services in eleven (11) specialized areas for proposed small scale projects throughout the City. The RFQ sought proposals from firms with strong qualifications in the following specialized areas:

- 001 Architecture General
- 002 Historic Building Specialization
- 003 Architecture Landscape
- 004 Architecture Planning and Urban Design
- 005 Engineering Civil
- 006 Engineering Electrical
- 007 Engineering Environmental/Coastal
- 008 Engineering Mechanical
- 009 Engineering Structural
- 010 Engineering Transportation Planning/Traffic Engineering
- 011 Land Surveying Services

RFQ No. 10-04/05 was issued on March 31, 2005 with an opening date of May 3, 2005. A pre-proposal conference to provide information to firms considering submitting a response was held on April 19, 2005. BidNet issued bid notices to 179 prospective proposers, resulting in 75 proposers requesting the RFQ document, which resulted in the receipt of the following forty-seven (47) proposals from:

- 1. A&P Consulting Transportation Engineers
- 2. A.D.A. Engineering, Inc.
- 3. Architects International
- 4. AVART, Inc.
- BEA International
- 6. Behar-Ybarra Associates of Florida, Inc.
- 7. Brown & Brown Architects
- 8. CEB Engineering, Inc.

Commission Memo RFQ 10-04/05 – Professional Architectural/Engineering Services July 27, 2005 Page 3 of 6

- 9. CES Consultants, Inc.
- 10. Chen and Associates
- Coastal Systems International Inc.
- 12. ConsulTech Enterprises, Inc.
- 13. Craig A. Smith & Associates
- 14. CSA Southeast, Inc.
- 15. DMJM Harris/ AECOM
- 16. Douglas Wood & Associates, Inc.
- 17. Edward Lewis Architects, Inc.
- 18. Engineering for Architecture, Inc.
- 19. ES Consultants, Inc.
- 20. Environmental Development Consultants Corp.
- 21. Gurri Matute PA Architecture-Interiors
- 22. H.J. Ross
- 23. Hernandez Consulting Engineers, Inc.
- 24. Ideal Architectural Design, P.A.
- 25. Indigo Service Corp.
- 26. J. Bonfill & Associates, Inc.
- 27. LIVS Associates
- 28. Malcolm Pirnie, Inc.
- 29. Metcalf & Eddy/AECOM
- 30. Milian, Swain & Associates, Inc.
- 31. Miller Legg
- 32. Naya Architects
- 33. Palm Engineering Group, Inc.
- 34. PBS&J
- 35. Professional Consulting Engineering, Inc.
- 36. Sequeira & Gavarrete
- 37. Siddig Khan and Associates. Inc.
- 38. Swanke Haden Connell Architects
- 39. TCAPA
- 40. The Corradino Group, Inc.
- 41. The RC Group
- 42. The Russell Partnership, Inc.
- 43. The Tamara Peacock Company Architects TLC.
- 44. TSAO DesignGroup
- 45. UrbanAdvisors LTD
- 46. Weidener Surveying & Mapping P.A.
- 47. Williams-Russell and Johnson, Inc.

Commission Memo RFQ 10-04/05 – Professional Architectural/Engineering Services July 27, 2005 Page 4 of 6

The City Manager via Letter to Commission (LTC) No. 115-2005, appointed an Evaluation Committee ("the Committee") consisting of the following individuals:

Thomas Mooney, Design and Preservation Manager (Chair)
Keith Mizell, Sr. Capital Projects Planner
Joyce Meyers, Principal Planner
Jordanna Rubin, Environmental Construction Manager
Gary Kokorian, Civil Engineer III
Arshad Viqar, Civil Engineering III
Steve Clark, Director of Operations, MBCC
Dale Bryant, Landscape Projects Coordinator
Bruce Lamberto, Property Construction Coordinator
Viviana Alemany, Construction Manager

On June 15, 2005, the Committee convened. The Committee was provided information in reference to the project by Roman Martinez, Sr. Procurement Specialist as well as discussed the scope of work expected from the recommended firms. Additionally, the Committee discussed the Selection Criteria pursuant Section 287.055, Florida Statutes, known as the "Consultants' Competitive Negotiation Act" (CCNA), which was used to evaluate and rank the respondents:

- A. Firm's Qualifications and Experience in providing Architecture; Historic Building Specialization; Landscape Architecture; Planning and Urban Design; Civil Engineering; Electrical Engineering; Environmental/Coastal Engineering; Mechanical Engineering; Structural Engineering; Transportation Planning/Traffic Engineering; and Land Surveying Services. (20 points)
- B. Project Manager's Experience; (15 points)
- C. References provided by prior Project Owners; (15 points)
- D. Project Approach; (10 points)
- E. Willingness to meet time and budget requirements as demonstrated by past performance; (5 points)
- F. Certified minority business enterprise; (5 points). Either the Prime Consultant or the sub-Consultant team may qualify for proof of certification for minority business enterprise participation. Accepted minority business enterprise certifications include the Small Business Administration (SBA), State of Florida, or Miami-Dade County.
- G. Location; (5 points)
- H. Recent, current, and projected workloads of the firms; (5 points)
- I. Volume of work previously awarded to each firm by the agency, with the object; of effecting an equitable distribution of contracts among qualified firms. (20 points)

The evaluation committee discussed the selection criteria as well as various options in ranking all the firms. It was the Committee's overall opinion that all 47 companies who provided proposals were qualified to provide services to the City. A motion was recommended by Thomas Mooney (chair), that the ranking of firms would be waived and that all companies be recommended for potential award of contracts adding that this option would be the most flexible and advantageous option for the City. The motion was seconded and approved by all Committee members.

Commission Memo RFQ 10-04/05 – Professional Architectural/Engineering Services July 27, 2005 Page 5 of 6

The Procurement Division has provided due diligence as to the reference checks for each firm recommended as well as reviewed all documentation for responsiveness to the RFQ.

Attachment "A" provides a listing of all the firms divided between their respective subspecialties.

CONCLUSION

The Administration recommends approval of the attached Resolution accepting the recommendation of the City Manager pursuant the selection of Consultants pursuant to Request for Qualifications (RFQ) No.10-04/05 for Architectural and Engineering Services in various professional specialties to provide professional services on an "as-needed basis" for capital projects in which basic construction cost does not exceed \$500,000 per project, or for study activities for which the fee does not exceed \$25,000; and authorizing the Mayor and City Clerk to execute professional service agreements upon completion of successful negotiations with all forty-seven (47) companies who provided their qualifications in reference to this RFQ.

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RESOLUTION NO.

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER AUTHORIZING THE ADMINISTRATION TO **NEGOTIATE** PROFESSIONAL SERVICES AGREEMENTS PURSUANT TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 10-04/05, FOR PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES IN VARIOUS PROFESSIONAL SPECIALTIES ON AN "AS-NEEDED BASIS." FOR CAPITAL PROJECTS IN WHICH THE BASIC CONSTRUCTION COST DOES NOT EXCEED \$500,000 PER PROJECT, OR FOR STUDY ACTIVITIES FOR WHICH THE FEE DOES NOT EXCEED \$25,000, AND CONTINUING CONTRACTS UP TO \$50,000; AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE PROFESSIONAL SERVICES AGREEMENTS UPON COMPLETION OF SUCCESSFUL NEGOTIATIONS WITH ALL FORTY-SEVEN (47) FIRMS WHO PROVIDED THEIR QUALIFICATIONS IN REFERENCE TO THIS RFQ.

WHEREAS, in accordance with Section 287.055, Florida Statutes, known as the "Consultants' Competitive Negotiation Act", the City may enter into a "continuing contract" for professional Architectural and Engineering services for projects in which construction costs do not exceed \$500,000, or for study activities for which the fee does not exceed \$25,000; and

WHEREAS, on March 16, 2005, the Mayor and City Commission approved the issuance for a Request for Qualification (RFQ) for Professional Architectural and Engineering Services in various professional specialties on an "as-needed basis", for capital projects in which the basic construction cost does not exceed \$500,000 per project, or the study activities for which the fee does not exceed \$25,000; and

WHEREAS, the selected firms will provide architectural and engineering services on an "as-needed basis" for a two-year contract period with 2 optional one year renewal; and

WHEREAS, RFQ No. 10-04/05 was issued on March 31, 2005 with an opening date of May 3, 2005; and

WHEREAS, forty-seven (47) proposals were received in response to the RFQ, by the following firms:

- 1. A&P Consulting Transportation Engineers;
- 2. A.D.A. Engineering, Inc.;
- Architects International;
- 4. AVART, Inc.;
- 5. BEA International;
- 6. Behar-Ybarra Associates of Florida, Inc.;
- 7. Brown & Brown Architects:
- 8. CEB Engineering, Inc.;
- 9. CES Consultants, Inc.;
- 10. Chen and Associates;
- 11. Coastal Systems International Inc.;
- 12. ConsulTech Enterprises, Inc.;
- 13. Craig A. Smith & Associates:
- 14. DMJM Harris/ AECOM;



- 15. CSA Southeast, Inc.;
- 16. Douglas Wood & Associates, Inc.;
- 17. Edward Lewis Architects. Inc.:
- 18. Engineering for Architecture, Inc.;
- 19. ES Consultants, Inc.:
- 20. Environmental Development Consultants Corp.;
- 21. Gurri Matute PA Architecture-Interiors;
- 22 H.J. Ross:
- 23. Hernandez Consulting Engineers, Inc.:
- 24. Ideal Architectural Design, P.A.;
- 25. Indigo Service Corp.;
- 26. J. Bonfill & Associates, Inc.;
- 27. LIVS Associates;
- 28. Malcolm Pirnie, Inc.;
- 29. Metcalf & Eddy/AECOM;
- 30. Milian, Swain & Associates, Inc.;
- 31. Miller Legg;
- 32. Naya Architects;
- 33. Palm Engineering Group, Inc.;
- 34. PBS&J:
- 35. Professional Consulting Engineering, Inc.;
- 36. Sequeira & Gavarrete;
- 37. Siddig Khan and Associates. Inc.;
- 38. Swanke Haden Connell Architects;
- 39. TCAPA:
- 40. The Corradino Group, Inc.;
- 41. The RC Group:
- 42. The Russell Partnership, Inc.;
- 43. The Tamara Peacock Company Architects TLC.;
- 44. TSAO DesignGroup;
- 45. UrbanAdvisors LTD;
- 46. Weidener Surveying & Mapping P.A.;
- 47. Williams-Russell and Johnson, Inc.; and

WHEREAS, an Evaluation Committee was appointed by the City Manager via Letter to Commission (LTC) No. 115-2005, consisting of the following individuals:

- Thomas Mooney, Presentation and Design Manager (Chair)
- Keith Mizell, Sr. Capital Projects Planner
- Joyce Meyers, Principal Planner
- Jordanna Rubin, Environmental Construction Manager
- Garry Korkorian, Civil Engineer III
- Arshad Viqar, Civil Engineering III
- Steve Clark, Director of Operations, MBCC
- Dale Bryant, Landscape Projects Coordinator
- Bruce Lamberto, Property Construction Coordinator
- Viviana Alemany, Construction Manager; and

WHEREAS, on June 15, 2005, the Evaluation Committee convened and discussed the qualifications and credentials as well as various options in ranking all forty-seven (47) responsive firms; and



WHEREAS, the Committee's overall opinion was that all 47 companies who provided proposals were qualified to provide services to the City; a motion was made that the ranking of firms would be waived and that all companies be recommended for potential award of contracts adding that this option would be the most flexible and advantageous option for the City; and

WHEREAS, the City Manager has reviewed the Evaluation Committee's recommendation, and recommends that the Mayor and City Commission accept the Committee's recommendation, relative to the ranking of firms pursuant to RFQ No. 10-04/05.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission accept the recommendation of the City Manager and hereby authorize the Administration to negotiate Professional Services Agreements pursuant to Request for Qualifications (RFQ) No. 10-04/05, for Professional Architectural and Engineering services in Various Professional Specialties on an "As-Needed Basis", for Capital Projects in which the Basic Construction Cost does not exceed \$500,000 per Project, or for Study Activities for Which the Fee Does Not Exceed \$25,000, and Continuing Contracts up to \$50,000; and authorizing the Mayor and City Clerk to execute Professional Services Agreements upon completion of successful negotiations with all forty-seven (47) firms who provided their qualifications in reference to this RFQ.

	PASSED and ADOPTED this	day of	, 2005.	
ATTEST:				
			MAYOR	
CITY CLER	RK			

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APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution authorizing the appropriation of \$665,000 from the Miami Beach share of the County's Fiscal Year 2004-05 People's Transportation Plan (PTP) funds for maintenance work to the 77th Street Bridge at Tatum Waterway, and Henedon Avenue Bridge at Biscayne Point Canal.

Issue:

Shall the City appropriate PTP funds for the 77th Street and Henedon Ave. bridge maintenance projects?

Item Summary/Recommendation:

Both the 77th Street Bridge at Tatum Waterway, and the Henedon Avenue Bridge at Biscayne Point Canal are in need of urgent repairs and the City is responsible for maintenance and repair of bridges on local roads. The total estimated cost of the two projects is \$665,000 (\$235,000 and \$430,000, respectively). Repairs will be done to the bridges' superstructure, undersides, and approaches. A barge as well as turbidity barriers will be utilized in connection with the underside repairs.

The maintenance work should be done between November 2005 and February 2006. The larger portion of the work will be done underneath the bridges and will not impact vehicular or marine traffic. Minor maintenance of traffic will involve resurfacing one bridge lane while keeping the other open for vehicular traffic. The City will utilize its Job Order Contracting (JOC) Program to perform this maintenance work.

Bridge maintenance and operations are eligible projects for People's Transportation Plan (PTP) funding. In fact, funds for these two bridge projects have been scheduled for appropriation in FY 2004-05, as part of the Miami Beach Five-Year Transportation Plan that the City is required to update and file annually with Miami-Dade County, for the City-proposed utilization of its share of the PTP fund. Sufficient funds are available in the City's FY 2004-05 PTP revenue account to cover the costs of this essential maintenance work.

The Administration recommends approval of the Resolution.

Advisory Board Recommendation:

N/A

Financial Information:

Source of		Amount	Account	Approved
Funds:	1	\$665,000 PTP	187.8000.312910	
	2			
	3			
	4			
Finance Dept.	Total	\$665,000		

City Clerk's Office Legislative Tracking:

Robert Halfhill

Sign-Offs:

Department Director Assistant City Manager City Manager

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AGENDA ITEM C7J

- 70

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager _

Subject:

A RESOLUTION OF THE MAYOR AND ÉITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OF \$665,000 FROM THE MIAMI BEACH SHARE OF THE COUNTY'S FISCAL YEAR 2004-05 PEOPLE'S TRANSPORTATION PLAN (PTP) FUND, FOR MAINTENANCE WORK TO BE DONE ON THE 77TH STREET BRIDGE AT TATUM WATERWAY, AND ON THE HENEDON AVENUE BRIDGE AT

BISCAYNE POINT CANAL.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS

The 77th Street Bridge and the Henedon Avenue Bridge in North Beach are in poor state of repair and require immediate attention by the City, which is responsible for the maintenance of bridges on City streets. The maintenance and repair work will entail chipping the spalled concrete below the bridge deck, replacing the corroded rebar and applying new concrete and sealer coat, per approved specifications; repair bridge caps and end bents; repair the settlement at both approaches of the bridge including top surface of the slab and new pavement marking; and repair the bridges' undersides by utilizing a barge as well as providing turbidity barriers.

County Ordinance No. 02-116, established the People's Transportation Plan (PTP) Fund, as well as the criteria for the utilization of such funds by the County and participating municipalities. The following are eligible expenditure categories:

- Roadway and right-of-way maintenance and construction.
- Bridge maintenance and operation.
- Roadway and right-of-way drainage.
- Street lighting.
- Traffic signs, traffic engineering, signalization and pavement markings.
- Public transit operations and maintenance, and so on.

Funds for these two bridge projects have been scheduled for appropriation in FY 2004-05, as part of the Five-Year Municipal Transportation Improvement Program, which Miami



Beach updates and files with Miami-Dade County, on an annual basis. This County-required report lists the City-proposed program for utilization of its share of proceeds from the PTP fund.

Miami Beach will receive approximately \$2,672,000 in PTP funds for FY 2004-05. The attached spreadsheet shows that sufficient funds are presently available in the Miami Beach PTP account to fund these two bridge projects. The total estimated cost of the two projects is \$665,000 (\$235,000 and \$430,000, respectively).

The maintenance is schedule to begin in November 2005 and complete by February 2006. The work will be done utilizing Miami Beach's Job Order Contracting (JOC) Program. This will save time and money over the traditional delivery approaches for repair, maintenance, and minor construction projects.

The larger portion of the projects will take place underneath the bridges and will not affect vehicular or marine traffic. One of two bridge lanes will be maintained open for vehicular traffic at all times during the short period required for bridge resurfacing. There will be no significant environmental impact, since turbidity barriers will be installed, and work will comply with requirements of the permits received from the Department of Environmental Resources Management (DERM) of Miami-Dade County.

Attachment:

FY 2004-05 PTP Funds Received and Appropriated to Date

FY 2004-05 PTP STATUS REPORT - Funds Received and Appropriated to Date by Miami Beach

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Collection	₹	Amount MB	Date IMB
Period	F	Received	Received
Projected 04-05 MB Receipts: FY 2004-05	//B Re	ceipis:	\$ 2,6/2,000
Oct. 2004	↔	183,748	2/16/2005
November		217,286	3/18/2005
December		293,687	4/2/2005
Jan. 2005		204,491	5/10/2005
February		195,759	6/10/2005
March		267,795	7/1/2005
April			
May			
June			
July			
August			
September			
2005 Totals	⇔	1,362,766	

Total Receipts Previous Years: \$ 4,269,596

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FY 2004-05 PTP FUND APPROPRIATED BY CITY TO DATE

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Appropriations	Арргорпапоп	Resolution	Resolution	rir balance
made by City	Amount	No.	Date	after Encumbr.
BRWH	FY 2004-05	FY 2004-05 MB PTP Receipts To Date:	pts To Date:	\$ 1,362,776
FY 2004-05 Appropriations to date:	o date:			
* FY 2004-05 EW Shuttle Bdgt	241,916	2004-25705	9/28/2004	1,120,860
ROW Improvs to N.Beach Sts.	174,567	2004-25756	12/8/2004	946,293
Painting of traffic Light Posts	205,000	2005-25890	5/18/2005	741,293
Amend to FY 04-05 EW Bdgt	34,564	2005-25931	6/8/2005	706,729
Maint 2 NB Bridges at \$665,000			7/27/2005	706,729
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	\$ 656,047			

Total Approps.in Previous Years:

\$ 4,269,596

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Transportation Projects - Page 2 of 5

\$ 2,976,000

PTP Unexpended

\$ 1,806,000

PTP Unexpended

\$ 1,788,000

Unexpended

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PTP FY 08-09

\$530,000

80-70

\$480,000

20-90 4

\$505,000

90-50

PTP

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Fotal Page 1 TRANSP FY 08-09

\$1.809.00

Total Page 1 TRANSP FY 07-08

\$2,570,00

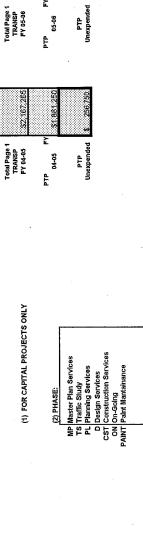
Total Page 1 TRANSP FY 06-07

DRAFT FIVE-YEAR MUNICIPAL TRANSPORTATION IMPROVEMENT PROGRAM - PTP

Name of Municipality: CITY OF MIAMI BEACH

Amelia Johnson (305) 673-7000 Ext. 6347 CONTACT PERSON/PHONE:

10,000 30,000 60,000 300,000 PTP Allocation 2,406,000 Amount FY 2008-2009 Funding PTP PTP EM.C PTP 8 Phase (2) ö SST 30,000 10,000 600,000 300,000 60,000 200,000 600,000 PTP Allocation 2,336,000 Amount FY 2007-2008 Funding Source CMF PTP 댐 딤 Phase (2) CST NO 50,000 30,000 80,000 10.000 400,000 1,000,000 1,000,000 PTP Allocation 2,268,000 Amount FY 2006-2007 Funding Source CMF CMF PTP B PTP TBD Phase (2) SST ĕ SST 30,000 85,000 50,000 90,000 10,000 425.000 100,000 PTP Allocation 2,202,000 Amount FY 2005-2006 Funding TOP Grant PTP 30B SMF PTP PTP Phase (2) CST S ۵ 45,000 31,015 205,000 10,000 981,250 200,000 665,000 30,000 PTP Allocation 2, 138,000 Amount FY 2004-2005 Funding MPO Grant PTP PTP Seg CMF PTP PMF. Phase (2) PAINT ĕ CST 굽 SS Total Project Cost (1) \$3,766,015 \$2,918,250 \$665,000 \$205,000 \$200,000 Estimated Start/End Date Start mm/yy Start mm/yy Start mm/yy Start mm/yy End mm/yy Sept. 2010 End mm/yy End mm/yy End mm/yy End mm/yy Sept. 2009 TRANSPORTATION PROJECTS - Page 1 Sept. 2006 Dec. 2005 Oct. 2005 Oct. 2005 Dec. 2007 Jun-05 Oct. 2005 Jul-05 Dius misc. street renaire.
1. 77th Str. at Tatum.
Witwy 2. Henedon Ave.at.
BP Canal, both in North. Court and surndg.strs.). 3. Bay Road, 16th to Lincoln. 1. Harding Ave, 67th-72nd 5. Sunset Harbour Area. 6. 4. 79th St to 84th St Area. and surndg.area. 2. 73rd 16th Street, from Collins Ave. to Biscayne Bay -Misc. locations Citywide Str-86 Terrace (Colins Citywide, as needed South Beach Beach. oue e Roadway Milling & Resurfacing Enhancements Project includes econstruction and/or resurfacing, 16th Street Operational Improv streetscape/enhancement portion Traffic Light Mast Arms (black which require paint maintenance every 8-10 years. By Agreement Projects, including the 77th Street Bridge and the Henedon Avenue Bridge, both in North sidewalks, curb & gutter, bulb-outs at intersections, pedestrian crossings, new lighting system, black-painted mast-arm signals Projects, including pavements South Beach. City GOB funds paint maintenance is the City's sidewalk repairs, and lighting repairs, both at North, Middle, equest, the County installed with County and FDOT, such paint maintenance). At City markings, curb & gutter and Bridge Maintenance/Repair spot drainage, milling, rdwy **Transportation Planning** Minor/Misc. Traffic & are utilized for the





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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE BEACH, FLORIDA, MIAMI AUTHORIZING APPROPRIATION OF \$665,000 FROM THE MIAMI BEACH SHARE **COUNTY'S FISCAL** 2004-05 THE YEAR PEOPLE'S TRANSPORTATION PLAN (PTP) FUND, FOR MAINTENANCE WORK TO BE DONE ON THE 77TH STREET BRIDGE AT TATUM WATERWAY, AND ON THE HENEDON AVENUE BRIDGE AT **BISCAYNE POINT CANAL.**

WHEREAS, both the 77th Street Bridge and the Henedon Avenue Bridge in North Beach require immediate attention and repair by the City, which is responsible for the maintenance of bridges on local roads; and

WHEREAS, the estimated combined cost of the two bridge maintenance projects is \$665,000; and

WHEREAS, Miami-Dade County Ordinance No. 02-116, established the People's Transportation Plan (PTP) Fund, as well as the criteria for the utilization of such funds by the Miami-Dade County and participating municipalities; and

WHEREAS, bridge maintenance is one of the eligible uses of PTP funds; and

WHEREAS, sufficient funds are presently available in the Miami Beach PTP account to fund these two projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby authorize the appropriation of \$665,000 from the Miami Beach share of the County's Fiscal Year 2004-05 People's Transportation Plan (PTP) Fund, for maintenance work to be done on the 77th Street Bridge at Tatum Waterway, and on the Henedon Avenue Bridge at Biscayne Point Canal.

PASSED AND ADOPTED this the	day of	, 2005.
ATTEST:		
	MAYOR	
CITY CLERK		APPROVED AS

T:\AGENDA\2005\Jul2705\Regular\PTP Funds for Bridge Mantenance-Reso.doc

APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

City Attorney Date

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

Accept the City Manager's Recommendation Relative to the Ranking of Firms Pursuant to RFQ No. 19-04/05 for the Programming, Design, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle, Pedestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN)_a

Issue:

Shall the City Commission approve the City Manager's recommendation to accept the recommendation related to the ranking of firms and authorize negotiations?

Item Summary/Recommendation:

RFQ No. 19-04/05 was issued on May 3, 2005 with an opening date of June 7, 2005. A pre-proposal conference to provide information to firms considering submitting a response was held on May 19, 2005. BidNet issued bid notices to 113 prospective proposers, resulting in 38 proposers requesting RFQ packages, which resulted in the receipt of the following two (2) proposals from:

- •T.Y. Lin International/H.J. Ross
- The RMPK Group

The City Manager via Letter to Commission (LTC) No. 164-2005, appointed an Evaluation Committee ("the Committee") consisting of the following individuals:

- Jordanna Rubin, Environmental Resources Manager (Committee Chair)
- Fernando Vasquez, City Engineer, Public Works Department
- Thomas Mooney, Planning Department
- Frederick C. Sake, Attorney, Resident of Miami Beach
- Jack Ruiz, Miami Beach Bicycle Center

On July 11, 2005, the Committee convened. Both T.Y Lin International/H.J. Ross and The RMPK Group provided presentations to the Evaluation Committee. After the firms' presentations, the Committee members discussed at length their individual perceptions of the qualifications, experience, and competence of the two firms and then ranked the both firms.

The firm of T.Y. Lin International/H.J. Ross received unanimously 4-1st place votes and was ranked first by the Evaluation Committee. T.Y. Lin International/H.J. Ross was deemed to be the first ranked firm based on their experience and qualifications relevant the requirements set forth under this RFQ.

ACCEPT THE MANAGER'S RECOMMENDATION AND AUTHORIZE NEGOTIATIONS.

Advisory Board Recommendation:

Financial Information:

Source of		Amount	Account	Approved
Funds:	1			
·	2		,	T
	3			
	4			
Finance Dept.	Total			

City Clerk's Office Legislative Tracking:

Gus Lopez

Sign-Offs:

Department Director	Assistant City Manager	For City Manager
GL FB	Bem	JMG
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AGENDA ITEM <u>C7K</u>

DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject: A RESOLUT

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF CITY MANAGER PERTAINING TO THE RANKING QUALIFICATIONS RECEIVED **PURSUANT** TO **REQUEST** QUALIFICATIONS (RFQ) NO. 19-04/05, FOR THE PROGRAMMING, DESIGN, CONSTRUCTION DOCUMENTS, PERMITTING, BID AND AWARD AND CONSTRUCTION ADMINISTRATION SERVICES FOR BICYCLE, PEDESTRIAN AND GREENWAY PROJECTS TO BE KNOWN AS THE ATLANTIC GREENWAY NETWORK (AGN); AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF T.Y. LIN INTERNATIONAL/H.J. ROSS: AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM. AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF THE RMPK GROUP.

ADMINISTRATIVE RECOMMENDATION

Adopt the Resolution.

ANALYSIS

The City of Miami Beach is planning to develop a series of bicycle/pedestrian/greenway projects to be known as the Atlantic Greenway Network (AGN). The Atlantic Greenway Network is made up of two main trail systems; the Beach Corridors, which extend in a general northbound/southbound direction, running between the erosion control line and the dune system; and the Neighborhood Trails, which extend in a general east-west as well as north-south directions through the south, middle, and north beach neighborhoods. Individual projects will be constructed to create a continuous trail network allowing for alternative transportation and community enhancement.

The objectives of physical improvements are to support multimodal transportation, link bicycle and pedestrian destinations, increase pedestrian and bicycle safety, improve trail network connectivity, eliminate barriers that prevent bicycle trips, and develop future bikeway corridors. Physical consideration may include, but not be limited to, completing gaps in service, developing new, conceptual bikeway corridors, as well as on-street improvements to improve Bicycle Level of Service.

Commission Memo

RFQ 19-04/05 – Programming, Desig,, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle Pecestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN)

July 27, 2005 Page 2 of 6

The following are three projects that will be developed to create the Neighborhood Trail segments:

DADE BOULEVARD BIKE PATH

The Dade Boulevard Bicycle/Pedestrian Path will provide a 3.5 mile east-west connector bicycle-pedestrian non-motorized trail along Dade Boulevard from the 23rd street bridge to the Venetian Causeway. The upcoming restoration of the northern shoreline of the Collins Canal, which parallels Dade Boulevard from the 23rd street Bridge to Purdy Avenue, will allow for the construction of the Dade Boulevard Bicycle/Pedestrian Greenway Trail. This trail will also provide connectivity between landmarks such as City Hall, Convention Center, Holocaust Memorial, and the Jackie Gleason Theater of the Performing Arts. The Venetian Way Trail will run from Purdy Avenue to downtown Miami on a residential causeway over Biscayne Bay and will eventually link up to Miami's Flagler Trail to the West.

MIDDLE BEACH NEIGHBORHOOD INTERCONNECTOR TRAILS

The Middle Beach Neighborhood consists of a network of on-street trails which feature roadway striping, signage, and street crossing at protected points. Middle Beach is largely a single-family dwelling area separated from the eastern seaboard by Indian Creek, Collins Canal, and Biscayne Waterway. The neighborhood also includes the La Gorce Golf Club and Miami Beach Golf Club.

Although few options exist for an east/west interconnection at 63rd Street, 41st Street, and 23rd Street bridges (the first two bridges being heavily used by vehicular traffic), the residential nature of this area offers viable trail opportunities in the north-south direction at the Pine Tree/La Gorce Drives and North Bay Road corridors.

NORTH BEACH NEIGHBORHOOD INTERCONNECTOR TRAILS

The North Beach Neighborhood consists of a network of on-street trails featuring roadway striping, signage, and street crossing at protected points. North Beach is a densely populated area comprised of multi-family dwellings on the main island, and single-family dwellings to the west at Normandy Isle.

The proposed trail will meander westward from the North Beach Recreational Corridor (NBRC) to the neighborhoods surrounding Surfside Park, Tatum Waterway, Normandy Waterway and Normandy Shores Golf Course, as well as the commercial area of Normandy Street/71st Street.

PROJECT FUNDING:

The planning/design of the three proposed bike paths, running along Dade Boulevard and within the Middle and North Beach Neighborhoods is funded by the Miami Beach share of the Miami-Dade County People's Transportation Plan (PTP) Fund at \$200,000, and additional PTP funds will be available for appropriation when/if needed. Construction of the proposed bike lanes will depend on already awarded and future Transportation Enhancement Program (TEP) funds (via FDOT), a projected Year 2006 Congressional appropriation, and additional PTP funds.

Commission Memo

RFQ 19-04/05 – Programming, Desig,, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle Pecestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN)

July 27, 2005 Page 3 of 6

RFQ No. 19-04/05 was issued on May 3, 2005 with an opening date of June 7, 2005. A pre-proposal conference to provide information to firms considering submitting a response was held on May 19, 2005. BidNet issued bid notices to 113 prospective proposers, resulting in 38 proposers requesting RFQ packages, which resulted in the receipt of the following two (2) proposals from:

- •T.Y. Lin International/H.J. Ross
- •The RMPK Group

The City Manager via Letter to Commission (LTC) No. 164-2005, appointed an Evaluation Committee ("the Committee") consisting of the following individuals:

- Jordanna Rubin, Environmental Resources Manager (Committee Chair)
- Fernando Vasquez, City Engineer, Public Works Department
- Thomas Mooney, Planning Department
- Frederick C. Sake, Attorney, Resident of Miami Beach
- Jack Ruiz, Miami Beach Bicycle Center

On July 11, 2005, the Committee convened. Committee member Jack Ruiz was not present at this meeting but nevertheless quorum attendance was present to proceed with the meeting. The Committee was provided information in reference to the project by Jordanna Rubin, Committee Chair, and a representative from the Procurement staff. Additionally, the Committee reviewed references secured by the Procurement staff, and discussed the following RFQ evaluation criteria as per the State of Florida CCNA, which was used to evaluate and rank the respondents:

- A. The experience, qualifications and (portfolio) of the Principal Firm (10 points).
- B. The experience, qualifications and (portfolio) of the Project Manager (15 points).
- C. The experience and qualifications of the professional personnel assigned to the Project Team (10 points).
- D. Willingness to meet time and budget requirements as demonstrated by past performance (5 points).
- E. Certified minority business enterprise participation (5 points). Either the Prime Consultant or the sub-Consultant team may qualify for proof of certification for minority business enterprise participation. Accepted minority business enterprise certifications include the Small Business Administration (SBA), State of Florida, or Miami-Dade County.
- F. Location (5 points).
- G. Recent, current, and projected workloads of the firms (5 points).
- H. The volume of work previously awarded to each firm by the City (15 points).
- I. Project Implementation Strategy to comply/meet with the expedited timeframe described in this RFQ and demonstrated successful similar projects (15 points).
- J. Demonstrated success in leading active collaborative stakeholder processes to achieve consensus on program and design in similar size and scope projects based on budget and size (15 points).

Commission Memo
RFQ 19-04/05 – Programming, Desig,, Construction Documents, Permitting, Bid and Award and
Construction Administration Services for Bicycle Pecestrian and Greenway Projects to be known as the
Atlantic Greenway Network (AGN)
July 27, 2005
Page 4 of 6

Both T.Y Lin International/H.J. Ross and The RMPK Group provided presentations to the Evaluation Committee. After the firms' presentations, the Committee members discussed at length their individual perceptions of the qualifications, experience, and competence of the two firms and then ranked the firms accordingly:

Company Name	Jordanna Rubin (Chair)	Thomas Mooney	Fernando Vasquez	Frederick C. Sake
T.Y. Lin International/H.J. Ross	93	91	87	77
(1)	(1)	(1)	(1)	(1)
The RMPK Group	85	74	77	58
(2)	(2)	(2)	(2)	(2)

The firm of T.Y. Lin International/H.J. Ross received unanimously 4-1st place votes and was ranked first by the Evaluation Committee. T.Y. Lin International/H.J. Ross was deemed to be the first ranked firm based on the experience and qualifications of their team. T.Y. Lin International/H.J. Ross possesses vast experience in the planning, design, permitting and construction administration of bicycle and pedestrian trail projects. Most recently, the firm provided the engineering and environmental support for the trail alignment adjacent to some of the most environmentally sensitive portions of the National Park for the Anascotia Riverwalk Trail project in Washington, D.C. The trail includes facilities such as on-street bike lanes, shared roadways, shared use paths, at-grade and grade separated railroad crossings, boardwalk sections and bridge structure stream crossings, including ADA compliance.

In addition to the Prime Consultant, the team is comprised of five highly specialized, local and nationally recognized firms. ALTA Planning and Design: North America's premier firm specializing in progressive transportation planning, design and implementation. ALTA focuses on multi-modal solutions, particularly bicycle, pedestrian and trail corridors and systems. ALTA Staff is proud to have designed and implemented over 2000 miles of bikeways, walkways and trails and having been involved in award-winning plans and projects. Livable Streets, Inc. is a transportation engineering and planning firm specializing in the pedestrian and bicycle transportation engineering and planning, and development of transportation systems that balance the needs of all users of the public right-of-way while enhancing the livability of communities and neighborhoods. Borrelli and Associates; established in 1968, professional association providing professional services in the disciplines of architecture, planning, landscape design and interior design. Borrelli and Associates has developed a reputation for design excellence while maintaining the highest technical quality and unparalleled track record of delivering projects on-time and onbudget. Intercounty Labs; engineering firm specializing in professional geotechnical engineering, soil drilling, material testing and environmental consulting services. Level-Tech Surveyors; experienced and motivated team of professionals serving South Florida with over 60 years of combined experience in surveying, land planning and engineering.

Commission Memo

RFQ 19-04/05 – Programming, Desig,, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle Pecestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN)

July 27, 2005 Page 5 of 6

T.Y. Lin International/H.J. Ross will offer the following to the City of Miami Beach:

- Community based design team approach
- Vast experience in bicycle and pedestrian trail projects
- Past and present high profile project experience gathered through the continuous projects performed throughout South Florida
- Experienced in Public participation/Meetings
- Strong track record of successfully completing projects within budget and time schedule
- Extensive experience in facilitating public meetings.

RELATED EXPERIENCE PROJECT MANAGER

Colin Henderson

Mr. Colin Henderson will be responsible for the day-to-day management and orchestration of activities assigned to the team and will be the point of contact between the City and T.Y. Lin International/H.J. Ross. Recently, Mr. Henderson was the manager for the Florida Overseas Heritage Trail. This bicycle/pedestrian path runs the length of the Florida Keys, adjacent to U.S.1, from Key Largo to Key West. Other qualifications and experience that Mr. Henderson will bring to the City of Miami Beach include:

- Over 19 years of experience in improvement projects including municipal sites, major roadway planning and projects involving complex permitting compliance;
- Wealth of knowledge and experience delivering local projects on-time and within budget.
- Municipal/Agency Infrastructure design experience:
 - Florida Keys Overseas Heritage Trail, Florida Keys
 - Biscayne Boulevard (from NE 39th Street to NE 123rd Street) 6-Mile Roadway/Bicycle/Pedestrian Path Improvements, City of Miami
 - Design/Build Seawalls: Keystone Point Community, City of North Miami

The following references were secured by the Procurement staff for T.Y. Lin International/H.J. Ross, they are follows:

David Jennings, Project Manager
Evanston Bicycle Plan Implementation Phase I
Evanston, Illinois

"Responsive Consultant" did their work expeditiously and on-time."

Janet Attarian, Project Manager
Design Engineering Services for Lathrop Homes Riverwalk
Chicago, Illinois

"We have used them for many projects, presently we are spreading the work with other various firms, but T.Y. Lin is handling our larger term contracts."

Commission Memo
RFQ 19-04/05 – Programming, Desig,, Construction Documents, Permitting, Bid and Award and
Construction Administration Services for Bicycle Pecestrian and Greenway Projects to be known as the
Atlantic Greenway Network (AGN)
July 27, 2005
Page 6 of 6

James Ross, Project Manager Florida Keys Oversea Heritage Trail Florida Keys "The consultant has met all budget requirements as well as all milestone submittals."

Brigitte Mayherhofer, Project Manager
Phase I and II Engineering Services for Sheridan Road Bicycle Crossing
Village of Wilmette, Illinois
"This Consultant has been responsive to our demands and suggestions, professional personnel, high level of work performance."

CONCLUSION:

The Administration recommends that the Mayor and City Commission adopt the attached resolution which requests to accept the City Manager's recommendation pertaining to the ranking of firms pursuant to Request for Qualifications (RFQ) No. 19-04/05 for the Programming, Design, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle, Pedestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN); and authorize the Administration to enter into negotiations with the top-ranked firm of T.Y. Lin International/H.J. Ross.; and should the Administration not be able to negotiate an agreement with the top ranked firm, authorizing the Administration to negotiate with second-ranked firm of The RMPK Group.

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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF QUALIFICATIONS RECEIVED PURSUANT TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-04/05, FOR THE PROGRAMMING, DESIGN, CONSTRUCTION DOCUMENTS, PERMITTING, BID AND AWARD AND CONSTRUCTION ADMINISTRATION SERVICES FOR BICYCLE. PEDESTRIAN AND GREENWAY PROJECTS TO BE KNOWN AS THE (AGN): **AUTHORIZING** ATLANTIC GREENWAY NETWORK ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF T.Y. LIN INTERNATIONAL/H.J. ROSS; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM, AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF THE RMPK GROUP.

WHEREAS, the City of Miami Beach is planning to develop a series of bicycle/pedestrian/greenway projects to be known as the Atlantic Greenway Network (AGN); and

WHEREAS, the AGN is made up of two main trail systems; the Beach Corridors, which extend in a general northbound/southbound direction, running between the erosion control line and the dune system; and the Neighborhood Trails, which extend in a general east-west as well as north-south directions through the South, Middle, and North Beach neighborhoods; and

WHEREAS, the planning/design of the three proposed bike paths, running along Dade Boulevard and within the Middle and North Beach neighborhoods is funded by the Miami Beach share of the Miami-Dade County People's Transportation Plan (PTP) Fund at \$200,000, and additional PTP funds will be available for appropriation when/if needed; and

WHEREAS, RFQ No. 19-04/05 was issued on May 3, 2005 with an opening date of June 7, 2005; and

WHEREAS, two (2) proposals were received in response to the RFQ, by the following firms:

- T.Y. Lin International/H.J. Ross;
- The RMPK Group; and

WHEREAS, an Evaluation Committee was appointed by the City Manager via Letter to Commission (LTC) No. 164-2005, consisting of the following individuals:

- Jordanna Rubin, Environmental Resources Manager (Committee Chair);
- Fernando Vasquez, City Engineer, Public Works Department;
- Thomas Mooney, Planning Department;
- Frederick C. Sake, Attorney, Resident of Miami beach;
- Jack Ruiz, Miami Beach Bicycle Center; and

WHEREAS, on July 11, 2005, the Evaluation Committee convened and discussed the qualifications and were provided presentations from the two (2) responsive firms; and

WHEREAS, after evaluation of qualifications and presentations from the two (2) responsive firms, the Committee members discussed their individual rankings and ranked the two firms accordingly:

- First: T.Y. Lin International/H.J. Ross;
- Second: The RMP Group; and

WHEREAS, the City Manager has reviewed the Evaluation Committee's recommendation, and recommends that the Mayor and City Commission accept the Committee's recommendation, relative to the ranking of firms pursuant to RFQ No. 19-04/05.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby accept the recommendation of the City Manager pertaining to the ranking of firms pursuant to RFQ No. 19-04/05 for the Programming, Design, Construction Documents, Permitting, Bid and Award and Construction Administration Services for Bicycle, Pedestrian and Greenway Projects to be known as the Atlantic Greenway Network (AGN); authorizing the Administration to enter into negotiations with the top-ranked firm of T.Y. Lin International/H.J. Ross; and should the Administration not be able to negotiate an agreement with the top-ranked firm, authorizing the Administration to negotiate with the second-ranked firm of the RMPK Group.

	PASSED and ADOPTED this	_ day of	, 2005.	
ATTEST:				
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CITY CLER	K .			

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APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution Approving The Administration To Issue a Purchase Order to Advanced Public Safety, The Sole Source Provider of the Electronic Ticketing Systems, for the Police Department's Mobile and Handheld Devices, in the Estimated Amount of \$65,644.80.

Issue:

Shall the Commission Adopt the Resolution?

Item Summary/Recommendation:

The Police Department is in the process of furnishing all officers with electronic citation (E-Citation) equipment. E-Citation entails the development, infrastructure and procurement of hardware and software to support a uniform electronic citation system. This project is intended to reduce the amount of time that a police officer requires to issue a citation, thus allowing for more neighborhood services such as patrol, quality of life initiatives, and resource networking and coordination.

The Clerk of Courts in Miami-Dade County has published a technical specification for the transmission of electronic citations from law enforcement agencies to the Traffic Division of the County Clerk's office for processing. Advanced Public Safety (APS) has developed proprietary software and is the only vendor that is able to provide the City with an electronic ticketing solution that will interface with the existing mobile data system computers and the handheld devices. Therefore, APS is deemed to be a sole source provider of the electronic ticketing systems for the Police Department's mobile and handheld devices.

ADOPT THE RESOLUTION

Advisory Board Recommendation:

N/A

Financial Information:

Source of		Amount	Account	Approved
Funds:		\$ 36,644.80	RDA- City Center Community Policing Account Number 168.1124.000674	
94		\$ 29,000.00	Police Byrne Grant {\$26,247} and match {\$2753}.	
	Total	\$ 65,644.80		

City Clerk's Office Legislative Tracking:

Gus Lopez, Ext 6641

Sian-Offs:

Department Directo	r Assistant City Mana	ger City	/ Manager
GL 9X	PS	JMG	
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AGENDA ITEM <u>C7L</u>

DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAM! BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE ADMINISTRATION TO ISSUE PURCHASE ORDERS TO ADVANCED PUBLIC SAFETY, AS THE SOLE SOURCE PROVIDER OF THE ELECTRONIC TICKETING SYSTEMS, FOR THE POLICE DEPARTMENT'S MOBILE AND HANDHELD DEVICES, IN THE ESTIMATED AMOUNT OF \$65,644.80.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

FUNDING

\$65,644.80

Funding in the amount of \$36,644.80 is available from the RDA City Center Community Policing Account Number 168.1124.000674.

Of the \$65,644.80 required for this purchase, \$26,247.00 will be funded from the Miami-Dade County Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program ("Byrne Grant Program") as approved on Resolution Number 2004-25693 passed and adopted on September 28, 2004, and the balance of \$2753.00 from the Grant match.

ANALYSIS

The Police Department is in the process of furnishing all officers with electronic citation (E-Citation) equipment. E-Citation has already been approved by the City Commission. This project will entail the development, infrastructure and procurement of hardware and software to support a uniform electronic citation system. This purchase will equip all officers in the Redevelopment Agency (RDA) with E-Citation equipment and it is intended to reduce the amount of time that a police officer requires to issue a citation, thus allowing for more neighborhood services such as patrol, quality of life initiatives, and resource networking and coordination.

As all police officers, especially those in the uniform service, are charged with maintaining traffic order and enforcing traffic law, the E-citation allows officers to increase the speed, efficiency and accuracy with which the citations are issued.

The Clerk of Courts in Miami-Dade County has published a technical specification for the transmission of electronic citations from law enforcement agencies to the Traffic Division of the County Clerk's office for processing. Advanced Public Safety (APS) is the only vendor

that is able to provide an electronic ticketing solution that will operate with the City's current mobile data system and the handheld devices.

The legibility of a machine printed citation allows the Clerk of Courts to process the citation faster and it negates the voiding of citations that must then be returned to the City for additional processing, which necessitates action on the part of City records clerks and the re-routing of the citation. The legibility also assists the citizen in making a timely choice in exercising the options they are given upon receipt of the citation. Integration with other systems allows simultaneous checks of a person's driver's license and a criminal history, which leads to increased officer safety and identification and arrest of criminals.

APS has developed proprietary software and is the only vendor that is able to provide the City with an electronic ticketing solution that will interface with the existing mobile data system computers and the handheld devices. Therefore, APS is deemed to be a sole source provider of electronic ticketing systems for the Police Department's mobile and handheld devices.

CONCLUSION

The Administration recommends that the Mayor and City Commission adopt the attached resolution, approving and authorizing the issuance of Purchase Orders to Advanced Public Safety, as the sole source provider of the electronic ticketing systems, for the Police Department's mobile and handheld devices, in the estimated amount of \$65,644.80.

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6/27/2005

Pamela Leja Miami Beach Police Dept 1100 Washington Ave. Miami Beach, FL 33139

Pamela:

Thank you for your interest in the APS **Virtual Partner™** family of products. Designed by police officers, Virtual Partner was created to increase officer safety and productivity. We are very excited about this technology and have received incredibly positive responses from law enforcement agencies across the country.

Virtual Partner is a software application that works in conjunction with your agencies' current technology to improve the overall functionality. There is no need to replace of any of your current software or hardware.

Virtual Partner is a proprietary software application developed and offered exclusively by Advanced Public Safety and is patented by the United States Patent & Trademark Office (U.S. Patent No. 6,621,422). The Virtual Partner family of products includes: QuickVoice™, QuickTicket™, QuickCrash™, QuickData™, PocketCitation™, PocketCrash™, and other modules.

APS is the only vendor that is able to provide an electronic ticketing solution that will operate with your agency's current mobile data system and the proposed handheld devices. Virtual Partner is the only system on the market today that interfaces with your agencies' mobile data system to provide an electronic ticketing functionality on the mobile computers. In addition, no other vendor is able to provide the same electronic ticketing interface for both the mobile computers and the handheld devices.

In addition to the proprietary applications, APS is unaware of any product on the market that will allow your agency to transfer the data from the electronic ticketing application to any Records Management System (RMS) and/or Court system.

At Advanced Public Safety, we take a great deal of pride in knowing that we are helping make law enforcement officers' jobs safer and more efficient. We appreciate your consideration of the Virtual Partner system and look forward to working together soon.

Regards,

Tommy Lopez Direct: (954) 354-3000 x403

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A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE ADMINISTRATION TO ISSUE PURCHASE ORDERS TO ADVANCED PUBLIC SAFETY, AS THE SOLE SOURCE PROVIDER OF THE ELECTRONIC TICKETING SYSTEMS, FOR THE POLICE DEPARTMENT'S MOBILE AND HANDHELD DEVICES, IN THE ESTIMATED AMOUNT OF \$65,644.80.

WHEREAS, the Police Department is in the process of furnishing all officers with electronic citation (E-Citation) equipment; and

WHEREAS, the E-citation project is intended to reduce the amount of time that a police officer requires to issue a citation, thus allowing for more neighborhood services such as patrol, quality of life initiatives, and resource networking and coordination; and

WHEREAS, the Clerk of Courts in Miami-Dade County has published a technical specification for the transmission of electronic citations from law enforcement agencies to the Traffic Division of the County Clerk's office for processing; and

WHEREAS, Advanced Public Safety (APS) has developed proprietary software and is the only vendor that is able to provide the City with an electronic ticketing solution that will interface with the existing mobile data system computers and the handheld devices; and

WHEREAS, as provided pursuant to Section 2-367 (d) of the Miami Beach City Code, the Administration has determined that APS meets the requirements for sole source provider of the electronic ticketing systems for the Police Department's mobile and handheld devices, and would therefore recommend that a purchase order be issued to APS, in the amount of \$65,644.80.

NOW, THEREFORE, BE IT DULY RESOLVED, BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission, hereby approve and authorize the Administration to issue Purchase Orders to Advanced Public Safety, as the sole source provider of Electronic Ticketing Systems, for the Police Department's mobile and handheld devices, in the estimated amount of \$65,644.80.

PASSED and ADOPT	ED this day of July, 2005
	MAYOR
ATTEST:	APPROVED AS TO
	FORM & LANGUAGE & FOR EXECUTION
CITY CLERK	

T:\AGENDA\2005\JUL2705\Consent\APSReso.doc

CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution Accepting the City Manager's Recommendation Pertaining to the Ranking of Firms for the Operation of Vending Machine Concessions, Authorizing the Administration to Enter into Negotiations, and Authorizing the Mayor and City Clerk to Execute an Agreement for The Operation of Vending Machine Concessions at Various Locations on City Property.

Issue:

Shall the Commission Adopt the Resolution?

Item Summary/Recommendation:

Request for Proposals (RFP) No. 09-04/05 was issued for the Operation of Vending Machine Concessions at Various Location on City Property, as authorized by the City Commission pursuant to Resolution No. 2005-25804. Responsive proposals were received from Bettoli Trading Corp. d/b/a J & H Vendor; Brother's Vending, Inc.; Gilly Vending, Inc.; and The Pepsi Bottling Group.

An Evaluation Committee appointed by the City Manager reviewed the proposals, scored and ranked the four proposals, then short listed to two firms, Brother's Vending, Inc. and Gilly's Vending, Inc. The Committee reconvened to listen to presentations from the top two vendors, and subsequently deliberated, discussed, scored, and ranked the firms. Based on the published evaluation criteria, all five Committee Members ranked Brother's Vending, Inc. as number one, and Gilly Vending, Inc. as number two.

The agreement shall commence upon completion of successful negotiations by the Administration and execution of agreement by the Mayor and City Clerk, and will remain in effect for a period of two years, with the option at the City's sole discretion, to renew the agreement for a period of three (3) one-year renewals. However, pursuant to the RFP and subsequent addendums issued, all bidders were informed of the following:

"The City may, for its convenience, terminate the services remaining to be performed at any time without cause by giving written notice to successful proposer of such termination, which shall become effective thirty (30) days following receipt by proposer of such notice."

ADOPT THE RESOLUTION.

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N/A

Financial Information:

Source of		Amount	Account	Approved
Funds:		\$0.00	No charge to the City. Vendor will pay fees to the City.	
	2			
Finance Dept.	Total			

City Clerk's Office Legislative Tracking:

Gus Lopez, ext. 6641

Sign-Offs:

0.5 0						
Depart	ment Director	Assistant City Ma	mager/CFO	City	Manager	
GL_ *		TH		JMG ,	an	
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AGENDA ITEM <u>C7M</u>
DATE 7-27-05

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY

OF MIAMI BEACH, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF FIRMS PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 09-04/05 FOR THE OPERATION OF VENDING MACHINE CONCESSIONS AT VARIOUS LOCATIONS ON CITY OF MIAMI BEACH PROPERTY; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP RANKED FIRM OF BROTHER'S VENDING, INC.; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM, AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF GILLY VENDING, INC.; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT UPON THE COMPLETION OF SUCCESSFUL NEGOTIATIONS

BY THE ADMINISTRATION.

ADMINISTRATIVE RECOMMENDATION

Adopt the Resolution.

ANALYSIS

The City of Miami Beach (the "City") entered into an Agreement on September 1, 1997, with Miami-Metro Vending Corporation for the operation of vending machine concessions at various locations on City property, pursuant to Request for Proposals (RFP) No. 92-96/98. This Agreement expired in 2002, and the vendor has since been operating on a month to month basis with the City.

On February 2, 2005, the City Commission adopted Resolution No. 2005-25804, which authorized the issuance of an RFP to solicit proposals for the operation of vending machine concessions at various locations on City property.

RFP PROCESS

On February 23, 2005, RFP No. 09/04-05 was issued and notices sent to over 19 firms, which resulted in the receipt of five proposals from the following firms:

Bettoli Trading Corp. d/b/a J & H Vendor Brother's Vending, Inc. Gilly Vending, Inc. One Stop Vending The Pepsi Bottling Group Commission Memo RFP 09-04/05— For the Operation of Vending Machine Concessions at Various Locations on City of Miami Beach Property July 27, 2005 Page 2 of 5

Upon review of the proposals, One Stop Vending did not address the mandatory Minimum Requirements/Qualifications, which required a listing of proposed products and pricing, with pricing to include both name brand and generic products. Due to this missing information, One Stop's proposal was deemed to be non-responsive, and subsequently eliminated from further consideration.

On June 3, 2005, the City Manager via Letter to Commission No. 141-2005, appointed an Evaluation Committee (the "Committee"), consisting of the following individuals:

- 1. Margarita Cepeda Executive Director, Unidad
- 2. Frank Kruszewski Resident and Chair of Leadership Academy Alumni
- 3. Bruce Lamberto Property Management, CMB
- 4. Jay Moore Parks and Recreation, CMB
- 5. Ellen Peterson Resident and Youth Center Advisory Board Member
- 6. Robert Reboso Asset Management, CMB
- 7. Ellen Vargas Parks and Recreation, CMB

Margarita Cepeda and Robert Reboso were not able to participate due to scheduling conflicts.

The City Manager appointed Frank Kruszewski as the Chair of the Committee.

The Committee convened on June 29, 2005 and was provided with an overview of the project, information relative to the City's Cone of Silence Ordinance, and the Government in the Sunshine Law.

The Committee then discussed the proposals and decided to short list the four firms based on their responses relative to the evaluation criteria in the RFP. Further discourse resulted in The Pepsi Bottling Group receiving low consideration in the areas of Quality and Variety of Proposed Products; and Operational Concept for Concessions, due to their proposal only addressing beverages. J & H Vendor received low consideration in the areas of Experience, Financial Qualifications and Professional Reputation; Operational Concept for Concessions; and Commitment of Equipment and/or Capital Expenditures.

As a result of these assessments, the Committee chose to eliminate Pepsi Bottling Group and J & H Vendor from further consideration. In addition, the Committee decided to have Brother's Vending, Inc. and Gilly Vending, Inc. present an overview of their proposals, as well as respond to a list of points to address from the Committee

The Committee reconvened on July 11, 2005 to listen to presentations from the two proposers. After each presentation, the Committee engaged in a question and answer session with the presenters.

Upon completion of the presentations, the Committee deliberated and discussed each of the proposals and the corresponding firm's presentation.

Commission Memo RFP 09-04/05— For the Operation of Vending Machine Concessions at Various Locations on City of Miami Beach Property July 27, 2005 Page 3 of 5

The Committee was instructed to rank and score each proposal pursuant to the evaluation criteria established in the RFP, which was as follows (total possible 100 points):

<u>Ev</u>	aluation Criteria/Factors	Weight
•	Experience, Financial Qualifications and Professional Reputation	25%
•	Operational Concept for Concessions	10%
•	Commitment of Equipment and/or Capital Expenditures	10%
•	Quality and Variety of Proposed Products	15%
•	Pricing to the Public	20%
•	Fees to be Paid to the City	20%

After discussing the pros and cons of each proposal, the Committee then scored and ranked all the firms as follows:

				•			PEPSI	PEPSI
	BROTHER'S	BROTHER'S	GILLY	GILLY	J&H	J&H	BOTTLING	BOTTLING
COMMITTEE	VENDING	VENDING	VENDING	VENDING	VENDOR	VENDOR	GROUP	GROUP
MEMBER	SCORE	RANKING	SCORE	RANKING	SCORE	RANKING	SCORE	RANKING
FRANK KRUSZEWSKI	96	1 ST	75	2 ND	59	3 RD	55	4 TH
BRUCE	-					***************************************		
LAMBERTO	100	1 st	85	2 ND	70	4 TH	80	3 RD
JAY MOORE	98	1 st	80	2 ND	52	4 TH	66	3 RD
ELLEN PETERSON	92	1 ST	70	2 ND	60	3 RD	· 56	4 [™]
ELLEN								
VARGAS	95	1 ST	75	2 ND	65	3 RD	62	4 TH

All five Committee Members ranked Brother's Vending, Inc. as number one and Gilly Vending, Inc. as number two.

The Committee recommended Brother's Vending based on the following:

- 1. The quality and variety of products offered;
- 2. Pricing to the public, especially low rates for the Youth Center;
- 3. Fees to be paid to the City;
- 4. Marketing value offered to the City;
- 5. Methodology and approach to service requests;
- 6. Cash accountability, inventory control, food tracking and forecasting; and
- 7. Proven performance.

Commission Memo RFP 09-04/05— For the Operation of Vending Machine Concessions at Various Locations on City of Miami Beach Property July 27, 2005 Page 4 of 5

Following are the revenue options, as submitted by Brother's Vending, Inc., to be negotiated by the Administration:

	Option 1 Yearly Payout	Option 2 Yearly Payout	Option 3 Yearly Payout	Option 4 Yearly Payout
Minimum guarantee	\$38,400.00	\$33,600.00	\$28,800.00	\$26,400.00
_	(\$3200x12 months)	(\$2800x12 months)	(\$2400x12 months)	(\$2200x12 months)
OR				
The greater of assigned	20%	25%	30%	35%
flat commission rate				
Signing Bonus (Year 1)	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Non-Cash Remuneration (Marketing Support)	\$68,000.00	\$68,000.00	\$68,000.00	\$68,000.00
Total Cash & Marketing	\$109,400.00	\$104,600.00	\$99,800.00	\$97,400.00
******* Each option	is for one year and good t	or years 1 & 2.		
****** All commiss	ion rates based on vend n	ates and commission rates o	on attached schedule, see Se	ction V
	issions / Price Proposal.		,	

The agreement shall commence upon completion of successful negotiations by the Administration and execution of agreement by the Mayor and City Clerk, and will remain in effect for a period of two years, with the option at the City's sole discretion, to renew the agreement for a period of three (3) one-year renewals. However, pursuant to the RFP and subsequent addendums issued, all bidders were informed of the following:

"The City has published an RFP for the Development and Implementation of a Citywide Corporate Marketing and Sponsorship Program. The City cannot provide the successful vending machine proposer with a promise of first right of refusal, or any other option to work with any successful proposer on the sponsorship program, as requested at the preproposal conference. This vending machine RFP is to be considered exclusively on its own.

"The City's Termination for Convenience clause noted on page 22 of the RFP and on section 4.5.2 of the Professional Services Agreement Sample cannot be changed for this project. The terms noted in the RFP and the Professional Services Agreement Sample are to remain as they are in the RFP documents: "The City may, for its convenience, terminate the services remaining to be performed at any time without cause by giving written notice to successful proposer of such termination, which shall become effective thirty (30) days following receipt by proposer of such notice."

Commission Memo RFP 09-04/05— For the Operation of Vending Machine Concessions at Various Locations on City of Miami Beach Property July 27, 2005 Page 5 of 5

CONCLUSION

The Administration recommends that the Mayor and City Commission approve the attached resolution, which recommends the acceptance of the ranking of the firms and authorizes the Administration to enter into negotiations with the top-ranked firm of Brother's Vending, Inc.; and should the Administration not be able to negotiate with the top-ranked firm, authorizing the Administration to negotiate with the second-ranked firm of Gilly Vending, Inc.; and further authorizing the Mayor and City Clerk to execute an agreement upon the completion of successful negotiations by the Administration.

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RESC	OLU	TION	NO.	

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF FIRMS PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 09-04/05 FOR THE OPERATION OF VENDING MACHINE CONCESSIONS AT VARIOUS LOCATIONS ON CITY OF MIAMI BEACH PROPERTY; **AUTHORIZING** THE **ADMINISTRATION ENTER** TO NEGOTIATIONS WITH THE TOP RANKED FIRM OF BROTHER'S **VENDING, INC.;** AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM, AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF GILLY VENDING, INC.; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT UPON THE COMPLETION SUCCESSFUL NEGOTIATIONS BY THE ADMINISTRATION.

WHEREAS, the City entered into an Agreement on September 1, 1997, with Miami-Metro Vending Corporation for the operation of vending machine concessions at various locations on City property, pursuant to Request for Proposals (RFP) No. 92-96/98; and

WHEREAS, the Agreement expired in 2002, and Miami-Metro Vending has since been operating on a month to month basis with the City; and

WHEREAS, the Mayor and City Commission, at its February 2, 2005 Meeting, authorized the Administration to issue an RFP to solicit proposals for the operation of vending machine concessions at various locations on City property; and

WHEREAS, on February 23, 2005, RFP No. 09/04-05 was issued and notices sent to over 19 firms; and

WHEREAS, the RFP resulted in the receipt of five proposals from: Bettoli Trading Corp. d/b/a J & H Vendor; Brother's Vending, Inc.; Gilly Vending, Inc.; One Stop Vending; and The Pepsi Bottling Group; and

WHEREAS, upon review of the proposals, the Administration determined that One Stop Vending did not address the mandatory Minimum Requirements/Qualifications, which required a listing of proposed products and pricing, with pricing to include both name brand and generic products, and was therefore deemed to be non-responsive for not meeting the minimum requirements; and

WHEREAS, on June 3, 2005, the City Manager via Letter to Commission (LTC) No. 141-2005, appointed an Evaluation Committee (the "Committee"), consisting of the following individuals:

- 1. Maria Cepeda Executive Director, Unidad;
- 2. Frank Kruszewski Resident and Chair of Leadership Academy Alumni;
- 3. Bruce Lamberto Property Management, CMB;
- 4. Jay Moore Parks and Recreation, CMB;
- 5. Ellen Peterson Resident and Youth Center Advisory Board Member;
- 6. Robert Reboso Asset Management, CMB;
- 7. Ellen Vargas Parks and Recreation, CMB; and

WHEREAS, the Committee convened on June 29, 2005 and was provided with an overview of the project, information relative to the City's Cone of Silence Ordinance, and the Government in the Sunshine Law; and

WHEREAS, the Committee then discussed the proposals and decided to short list the four firms based on their responses relative to the evaluation criteria in the RFP; and

WHEREAS, following further deliberation, the Committee chose to eliminate The Pepsi Bottling Group and J & H Vendor from further consideration; and

WHEREAS, the Committee decided to have Brother's Vending, Inc. and Gilly Vending, Inc. present an overview of their proposals, and respond to a list of points to address from the Committee; and

WHEREAS, the Committee reconvened on July 11, 2005 to listen to presentations from the two proposers; and

WHEREAS, upon completion of the proposers' presentations, the Committee deliberated and discussed each of the proposals and the corresponding firm's presentation; and

WHEREAS, the Committee scored the two firms based on the following criteria, as outlined in the RFP, for a maximum possible of 100%:

- Experience, Financial Qualifications and Professional Reputation 25%;
- Operational Concept for Concessions 10%;
- Commitment of Equipment and/or Capital Expenditures 10%:
- Quality and Variety of Proposed Products -15%;
- Pricing to the Public- 20%;
- Fees to be Paid to the City -20%; and

WHEREAS, the Committee then scored and ranked all the firms as follows:

							PEPSI	PEPSI
	BROTHER'S	BROTHER'S	GILLY	GILLY	J&H	J&H	BOTTLING	BOTTLING
COMMITTEE	VENDING	VENDING	VENDING	VENDING	VENDOR	VENDOR	GROUP	GROUP
MEMBER	SCORE	RANKING	SCORE	RANKING	SCORE	RANKING	SCORE	RANKING
FRANK KRUSZEWSKI	96	1 ST	75	2 ND	59	3 RD	55	4 TH
BRUCE LAMBERTO	100	1 ST	85	2 ND	70	4 TH	80	3 RD
JAY MOORE	98	1 ST	80	2 ND	52	4 TH	66	3 RD
ELLEN PETERSON	92	1 ST	70	2 ND	60	3 RD	56	4 TH
ELLEN VARGAS	95	1 ST	75	2 ND	65	3 RD	62	4 TH

;and

WHEREAS, all five Committee members ranked Brother's Vending, Inc. as number one, and Gilly Vending, Inc. as number two; and

WHEREAS, the City Manager has reviewed the findings of the Committee and concurs with its rankings.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby accept the recommendation of the City Manager pertaining to the ranking of proposals pursuant to Request for Proposals (RFP) No. 09-04/05 for the Operation of Vending Machine Concessions at Various Locations on City of Miami Beach Property; authorize the Administration to enter into negotiations with the topranked firm of Brother's Vending, Inc.; and should the Administration not be able to negotiate an agreement with the top-ranked firm, authorize the Administration to negotiate with the second-ranked firm of Gilly Vending, Inc.; and further authorize the Mayor and City Clerk to execute an agreement upon the completion of successful negotiations by the Administration.

PASSED and ADOPTED	D this day of July, 2005
ATTEST:	MAYOR
·	APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION
CITY CLERK	City Attories Date

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ATTACHMENT 1 -- SCOPE OF SERVICES

VENDING EQUIPMENT

All equipment installed under this concession agreement shall be new or remanufactured in excellent condition prior to installation. The City may also request vandal proof and weatherproof machines be provided at certain outdoor City parks.

All vending machines must be equipped with coin mechanisms accepting any combination of nickels, dimes and quarters. The Concessionaire must supply a dollar bill changer at each interior location where two or more vending machines are situated.

Each machine must be equipped with a transaction counter, or other control acceptable to the City, and must be licensed as provided in the "Permits" section below.

An initial list of locations at which vending machines shall be located is provided as an Attachment to this RFP on page 34.

Written approval shall be obtained from the City Manager or the City Manager's designee prior to the installation, transfer or removal of any vending machines.

<u>UTILITIES</u>

Electrical service, including outlets, shall be furnished by the City at the vending locations at no cost to the Concessionaire. No water service will be provided by the City in connection with the operation of vending machines under this concession agreement.

MAINTENANCE

The Concessionaire shall be responsible for all maintenance and repair of vending machines as follows:

Cleaning and polishing of equipment and removal of litter within vending area created by filling and/or servicing of machines. The Concessionaire shall provide route drivers time to thoroughly clean each machine as it is replenished. This includes cleaning with a sanitizing solution the interior and exterior of each machine.

Routine - all equipment shall be checked weekly and records of service calls are to be maintained and forwarded to the City. In addition, a financial report shall be provided to the City monthly.

Each machine must have posted the name and telephone number of the service, repair and refund facility, immediately adjacent to the coin slot, of a size no less than 4" x 6".

The Concessionaire shall maintain all equipment in good working order and shall repair, or replace any equipment not repairable, within two business days.

REFUNDS

The proposer must include in his proposal a statement describing the procedure whereby refunds will be provided to the public. Additionally, the Concessionaire is to provide a "bank" of \$100 in cash which shall be provided to the City of Miami Beach City Hall cashier, who will distribute refunds due to mechanical malfunctions of the vending machines. An itemized refund list, including the names of the persons the funds were refunded to, will be maintained by the City Hall cashier and submitted to the Concessionaire upon requested replenishment of the funds.

PRICING AND AVAILABILITY OF SERVICES

The services as outlined herein shall be offered to the public on a daily basis at all times that a reasonable commercial demand for such services exist, as determined by the City.

All initial prices for products must be included in the proposal and approved by the City. Any subsequent changes must be submitted in writing to the City Manager or designee, and written approval must be secured before implementing changes.

The City Manager or his designee may request services at additional locations or request additional products for vending equipment on City property. The Concessionaire may, at its sole cost and expense, test market these additional services for a sixty day period. If the Concessionaire demonstrates to the City's satisfaction that the commercial demand does not exist for the additional services, the Concessionaire will not be obligated to continue the additional services.

STANDARDS FOR REPORTS

The Concessionaire will prepare true and complete records and accounts of all gross receipts for each contract year in accordance with generally accepted accounting principles consistently followed, and report formats shall be subject to the approval of the City's Internal Auditor. Written recommendations by the Internal Auditor for changes in accounting practices, reporting or controls will be complied with by the Concessionaire.

GROSS RECEIPTS

The term "gross receipts" as used herein, shall mean all monies paid into the Concessionaire's vending machines, for sales related to this concession.

SHORTAGES

All cash shortages, regardless of the reason, are to be absorbed by the Concessionaire and are not to be deducted from gross receipts.

RECORD RETENTION

The Concessionaire will maintain during the term of the agreement and for three years thereafter all books of accounts, reports, and records, including sales slips, bank deposit slips, bank statements, and such other sales records as an independent Certified Public Accountant would need to examine in order to certify the Concessionaire's Annual Statement of Gross Receipts pursuant to generally accepted accounting standards.

EXAMINATION OF BOOKS AND RECORDS

The Concessionaire will permit the auditors or the City to audit and examine the Concessionaire's books of account, reports, and records during the term of this agreement, during normal business hours and upon reasonable notice.

ANNUAL REPORT

The Concessionaire will submit an annual CPA Certified Statement of Gross Receipts to the City within sixty days after the end of each twelve-month fiscal year. Such Certified Statement will include an opinion by the CPA as to the accuracy of the Concessionaire's Gross Receipts as defined by the concession agreement.

LATE FEES

There will be a penalty of \$50.00 assessed for late or delinquent payments, along with simple interest accruing to the City at the rate of 12% per annum. Payments shall be considered late when paid five (5) days after the due date. Interest shall accrue beginning with the tenth (10th) day following due date.

FACILITIES/PREMISES

The Attachment "Initially Authorized Locations" lists sites where vending machines may be placed under this agreement. The Concessionaire accepts the current locations of vending machines and space provided in their as-is condition

and is responsible for any interior modifications and maintenance which may be necessary, including security doors, windows and screens.

The Concessionaire must first obtain the City's written approval of any alteration of the physical facilities and then must pay for such modifications, which become City assets upon expiration of the agreement, unless the City decides not to retain said asset, at which time Concessionaire shall remove same at its sole cost and expense.

ADVERTISING AND SIGNS

All advertising, signage, and postings shall be approved by the City Manager or his designee and must comply with the requirements of the City's Planning Department and all other applicable regulatory agencies.

COMPLIANCE WITH LAWS, LICENSING AND PERMIT REQUIREMENTS

The Concessionaire shall comply with all rules, regulations, laws, and permitting requirements of the City of Miami Beach, Dade County, the State of Florida, and the U.S. Government now in force or hereafter to be adopted.

The Concessionaire shall abide by all ordinances and laws pertaining to its operations and shall secure, at its expense, all licenses and permits necessary for the operation of the concessions. In particular, the Concessionaire must obtain an annual Occupational License for a fee of \$220.00 per year, as may be amended. Occupational Licenses are issued for a one-year period expiring each September 30. Each vending machine must have a City of Miami Beach vending machine license. The current fee for the licenses is \$30.00 per machine per year, as may be amended.

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Commissions & Retail Pricing

The City of Miami Beach will receive the following commissions based on "Gross Sales"

Commission Rate	Product Description	Vend Rate / Retail Rate
	Soft Drinks	
See Options	Coca-Cola Brands 12oz cans	\$0.75
Page	(Employee Area's & Youth Center's)	\$0.60
	Occas Colo Brando 20om Battles	\$1.25
Commission rate	Coca-Cola Brands 20oz Bottles (Employee Area's & Youth Center's)	\$1.23 \$1.00
based on option		·
chosen.	Non Carbonated & Healthy Choice Drinks	
	Minute Maid Juice Drinks 16oz Bottles	\$1.00
	PowerAde Sport Drinks	\$1.00
	Dasani Water 20oz Bottle	\$1.00
	Evian Water 12oz Bottle	\$1.00
	Coffee	
	Espresso	\$0.50
	Coffee / Decaf Coffee	\$.5075
	Hot Chocolate	\$.75-\$1.00
	Cappuccino	\$.75-\$1.00
	Tea's	\$.50-\$.60
	Snacks	With the second
	Snacks (small)	\$.50-\$.60
	Snacks (large)	\$0.75
	Candy	\$0.65
	Cookies & Crackers	\$.50-\$.75
	Pastries	\$0.75
	Mints	\$0.50
	Ice cream	\$1.00-\$1.50

Options

M inimum guarantee	Option 1 Yearly Payout \$38,400.00 (\$3200x12 months)	Option 2 Yearly Payout \$33,600.00 (\$2800x12 months)	Option 3 Yearly Payout \$28,800.00 (\$2400x12 months)	Option 4 Yearly Payout \$26,400.00 (\$2200x12 months)	
OR The greater of assigned flat commission rate	20%	25%	30%		
Signing Bonus (Year 1)	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	
Non-Cash Remuneration (Marketing Support)	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	
Total Cash & Marketing	\$109,400.00	\$104,600.00	\$99,800.00	\$97,400.00	

Each option is for one year and good for years 1 & 2.

^{******} All commission rates based on vend rates and commission rates on attached schedule, see Section V Titled Commissions / Price Proposal.

^{*******} Non Remuneration / Marketing Support figures, see attachment in Section III Titled Non Remuneration.



Keys Gate Charter School

March 18, 2005

To Whom It May Concern:

Brothers Vending is the exclusive vendor for Keys Gate Charter School. Mr. Manny Diaz and his personnel are available to us at all times. The company has given us excellent service for the past year. They have donated sodas for several of our functions.

Mr. Diaz and his staff have always been responsive to the needs of our faculty. It is our pleasure to continue doing business with him.

If I can be of any further assistance to you, please do not hesitate to contact me.

Sincerely,

Sharon Smith

Business Manager

HLEAMB

HISPANIC LAW ENFORCEMENT ASSOC. OF MIAMI BEACH INC. 1602 Alton Road #539. Miami Beach, Fl. 33139

March 15, 2005

Re: Mr. Manuel Diaz, Jr.

To Whom It May Concern,

The purpose of this letter is to serve as a reference for Mr. Manuel Diaz, Jr. and his company, Brothers Vending.

Mr. Diaz has been a strong and active supporter of the Hispanic Law Enforcement Association of Miami Beach (HLEMB) and the entire Miami Beach Police Department organization. He has been a resident of the City of Miami Beach in the past and his family has strong ties to said community.

Mr. Diaz has demonstrated his generosity on numerous occasions for both charitable events and contributing to Police related functions. His participation in these areas has extended to the following:

- Miami Beach PAL contributor
- MBPD holiday party sponsor
- PAL Thanksgiving Day giveaway volunteer
- LEO foundation sponsor

Mr. Diaz has consistently exhibited a significant interest in being associated with police/community related matters. As an association that represents a significant amount of law enforcement officers, we wish to show our gratitude by extending our endorsement to Mr. Diaz and his company.

Sincerely,

Detective Mario Martinez

President, HLEAMB

Mario Martinez President

Rigoberto Olivera Vice President

Willie Pacheco Treasurer

Inner Guard

Chaplain

Gustavo Sanchez Recording Secretary

Mark Causey Corresponding Secretary



Miami-Dade County Public Schools

giving our students the world

Principal Melanie Fishman Assistant Principal Rodolfo Rodriguez

March 14, 2005

To Whom this May Concern:

Brothers Vending is the exclusive vendor for South Pointe Elementary School. Mr. Manny Diaz and his personnel are wonderful to work with.

Brothers Vending has given us excellent service and is always willing to donate food, soda and money to assist us in any of our school activities.

Furthermore, Brothers Vending has supported our Lunch Program by donating money to children who forget or do not have lunch money. This assistance affords that all children eat every day.

Mr. Diaz is a fine person who has great respect for the needs of our staff and students. It is our pleasure to continue doing business with him.

Should you need further information, please feel free to contact me.

Sincerely,

Melanie Fishman

Principal

MF/tv

MIAMI BEACH POLICE ATHLETIC LEAGUE, INC.

"ABE RESNICK YOUTH RESOURCE CENTER"

*RESIDENT

NNETH I. STOWE

· ICE PRESIDENTS

SGT. JOE BROWNLOW, RET.

LORI FREEDLINE

TERRI HARRIS

JIMMY RESNICK

SECRETARY

MARIA CALZON CRUZ

TREASURER

SGT. PETER MATTHEWS, RET.

EXECUTIVE DIRECTOR

OFC. ALKAREEM AZIM

CONSULTANT BERNIE WINER

BOARD OF DIRECTORS DAVID ALSCHULER, ESQ.

CHIEF RICHARD BARRETO, RET.

JONATHAN BELOFF, ESQ. LANA BERNSTEIN

ADAM BIERMAN

STEVE BOUCHER

ANNETTE CALVO

STEVE COHEN

JOEY DAOUD CHIEF DON DE LUCCA

SONIA DIAZ

GREGG FRANCIS

KAREN FRYD

NELSON GONZALEZ

JERROLD F. GOODMAN

DR. JAYNE GREENBERG

IAN HENDRY ROBERT P. HORTON

OFC. ROBERT JENKINS, FOP PRES.

SHAREEF MALNIK

\NDRA MARTINEZ

C. CHERYL MITCHELL-PERKINS COMMANDER GEORGE NAVARRO

OFC. WALLY NEUMANN, RET. JERRY POWERS

SCOTT ROBINS

JORGE RODRIGUEZ

GRAZIANO SBRAGGIO JOSEPH SIMMONS

OFC. PETE SOCARRAS ELIZABETH STADTLANDER

STEVE STOWE

ROBERT SWITKES, ESQ.

CLAUDIA URIBE, Psv.D.

CAPT. LYNDA VESKI

MICHAEL VESKI

DAVID WALLACK

PAST PRESIDENTS

STANLEY ARKIN

NAT FECHTNER* JUDGE HOWARD GROSS

ARNIE NOTKIN

HERMAN PRESS

LINDA B. SPIEGEL* LYLE STERN

SECRETARY EMERITUS

SELMA MAZER* ATHLETIC DIRECTOR

CARLOS MUÑOZ

* Deceased

March 11, 2005

To Whom It May Concern:

Brothers Vending is the exclusive vendor for the Miami Beach Police Athletic League. Mr. Manny Diaz and his personnel are responsive to our needs and are always polite and courteous. The vending machines in our facility are state-of-the-art and are serviced weekly.

Brothers Vending has given us excellent service for the past 3 years and is always willing to donate food, soda and financial support to assist us with programs such as Police Explorers, Snorkel Camp, Fishing Trips and Cheerleading, to name a few.

Furthermore and just as important, is that Manny volunteers his time to our program. Mr. Diaz is a fine person who has great respect for the needs of our staff and program participants. It is our pleasure to continue doing business with him.

If you need any further information, or if I can be of assistance to you, please don't hesitate to contact me.

Sincerely,

Officer Alkareem Azim **Executive Director**

AA/lef

"Success Through Education" 999-11th Street Miami Beach, FL 33139 Tel (305) 531-5636 Fax (305) 673-4690





May 19, 2004

To Whom It May Concern:

This letter is to acknowledge that Brothers Vending has been supplying their vending machines service to our Best Western Inn Suites Hotel for a period of two years under the personal care of Mr. Manny Diaz and his professional crew.

Brothers Vending services have given excellent service to our hotel, the way they have taken care of their high quality vending machines enhancing our public areas and increasing the value to our guests' experience.

So far it's been a pleasure working with Mr. Manny Diaz and Crew.

Very Respectfully,

Edgar A. Sanchez

General Manager

Best Western Suites Miami Airport West Inn & Suites



"BEST HOTEL VALUE AWARD" Entrepreneur Magazine

"BEST VALUE IN ITS CLASS"
Business Travel News

May 19, 2004

To Whom It May Concern:

This letter is to acknowledge that Brothers Vending has been supplying their vending machines service to our Baymont Inn Suites Hotel for a period of two years under the personal care of Mr. Manny Diaz and his professional crew.

Brothers Vending services have given excellent service to our hotel, the way they have taken care of their high quality vending machines enhancing our public areas and increasing the value to our guests' experience.

So far it's been a pleasure working with Mr. Manny Diaz and Crew.

Very Respectfully,

Edgar A. Sanchez

General Manager

Baymont Inn & Suites Miami Airport West





Miami-Dade County Public Schools

giving our students the world

Principal

Olga E. Miyar

Assistant Principals

Judith Mager
Elaine Adderly

Karmenchu Santana-Vega

Superintendent of Schools
Merrett R. Stierheim

May 19, 2004

To Whom It May Concern:

Brothers Vending is the exclusive vendor for Biscayne Elementary Community School. The service provided is excellent, the machines are state-of-the-art and are always well stocked with high quality products which are approved by our staff.

We have an open contract with Brothers Vending and have plans to continue with them in the future.

If you have any questions, please feel free to contact me.

Sincerely,

Ms. Olga E. Miyar

Principal

BISCAYNE ELEMENTARY COMMUNITY SCHOOL 800 - 77th Street • Miami Beach, FL 33141 • 305-868-7727 • Fax 305-864-5545 www.dade.k12.fl.us/biscayne/main.htm

Marketing Proposal

CITY OF MIAMI BEACH

8

Geat Coll



History

Cola Company. The brands of The Coca-Cola Company represent some of the most popular beverage brands Coca-Cola Enterprises is the world's largest marketer, producer, and distributor of products of The Cocain the world. The Company also distributes several other beverage brands.

isotonics, coffee-based drinks, and teas. The Company currently distributes approximately 4.2 billion unit cases (24 eight-ounce servings, or 192 ounces per case) of products in bottle, can, and fountain containers on an annual basis. This represents approximately 24 percent of The Coca-Cola Company's worldwide Coca-Cola Enterprises is in the nonalcoholic beverage business, which extends our product line beyond traditional carbonated soft drink categories to beverages such as still and sparkling waters, juices,

Europe including Belgium, continental France, Great Britain, Luxembourg, Monaco, and the Netherlands. Coca-Cola Enterprises' franchise territories encompass a population of 398 million people. This represents 80 percent of the population in North America and all of the population in Belgium, continental France, Great The Company operates in parts of 46 states in the United States, all 10 provinces in Canada, and portions of Britain, Luxembourg, Monaco, and the Netherlands.

Coca-Cola Enterprises employs approximately 72,000 people who operate 463 facilities, 54,000 vehicles, and 2.4 million vending machines, beverage dispensers, and coolers. Coca-Cola Enterprises initially offered its stock to the public on November 21, 1986, and is listed on the New York Stock Exchange under the symbol The Florida Coca-Cola Bottling Company, a division of Coca-Cola Enterprises, operates within the entire state of Florida, including a small part of Georgia, the U.S. Virgin Islands and distributorships in the Cayman slands and consists of twenty four sales and distribution facilities and four production facilities. The follywood facility operates within Broward and Miami-Dade counties, and employs over 400 people and serves over 14,000 customers. As with all Coca-Cola facilities, the Hollywood location has initiated a grassroots program to take to their local communities. Several non-profit organizations like Boys and Girls Clubs, South Florida Scouting Council, and Cystic Fibrosis all benefit from such programs.

The Hollywood Full Service department has over 60 years of qualified experience, not only filling the The Florida Coca-Cola Bottling Company and it's employees are well developed to handle large accounts. certified by the Coca-Cola Company. The manufactures of our beverage vending machines often visit our machines but repair service as well. Our service technicians are B.E.S.T. (Basic Equipment Service Training) facilities to train and develop our technicians as well as update them on the newest and latest technology.

Marketing Concepts

The following pages contain Marketing Concepts to support City of Miami Beach venues and special events.

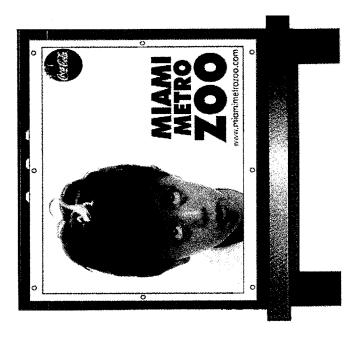
This proposal does not commit all the concepts outlined, but is meant to describe the type of support Florida Coca-Cola Bottling Co. provides.

Specific programs will be mutually agreed upon and handled individually as part of Sponsorship Opportunities.

These agreements typically includes a support package including cash sponsorship, marketing support and product or prizes.

Truckbacks

- Truckbacks promoting Special Events
- Visuals of kids
- Dade, Broward and Palm Beach Counties
- 4 weeks +

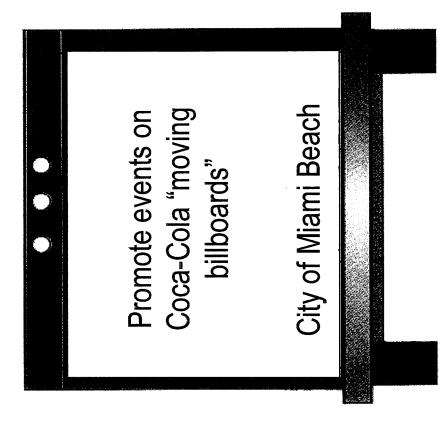


truckbacks = \$500 x # of weeks x # of trucks

Additional Truck Back Advertising

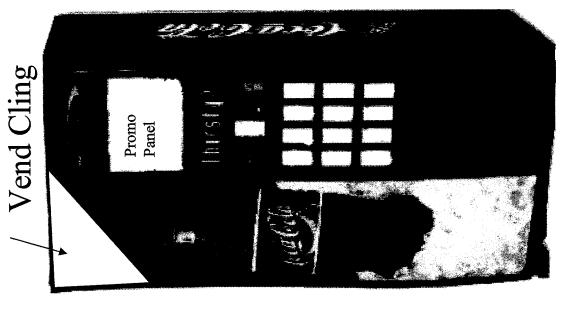
Truckbacks

- Advertising on the back of Coca-Cola trucks can promote events each year.
- 10 truckbacks per event for up to 4 weeks prior to event

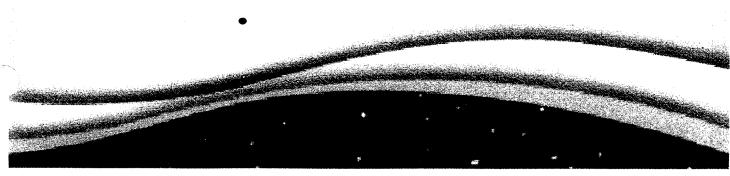


truckbacks = \$500 x # of weeks x # of trucks

Teen Club Night



Vend Cling placed on Coca-Cola vending machines in Dade County to promote Teen Club Night as well as other county events



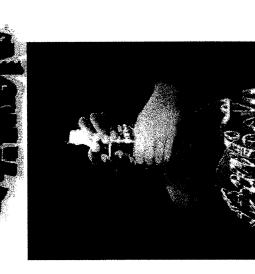
Art of Harmony

City of Miami Beach locations will showcase the winners of Coca-Cola Art of Harmony contest



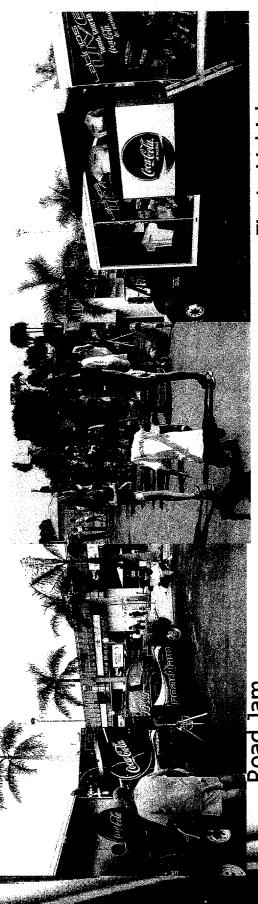
+1 week artwork showcase

 Communicate showcase to all high schools involved





Coca-Cola Brings Excitement to City of Miami Beach Parks



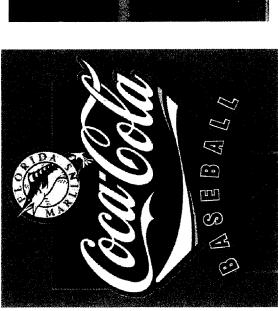
Fiesta Vehicle

The Coca-Cola Road Jam is an Interactive Program that is centered around a modified SUV and a trailer with video games and Karaoke The Coca-Cola Fiesta vehicle is a retrofitted Coca-Cola truck with a DJ display and cool graphics

They hand out coupons, prizes and premiums, and occasionally sample Coca-Cola The Crew plays cool music, games (including free-styling contests and Karaoke).

Coca-Cola will provide agreed upon visits per year to City of Miami Beach Parks The event is highly interactive featuring various contests and fun activities.

Coca-Cola Brings the Baseball World Champs to City of Miami Beach Parks



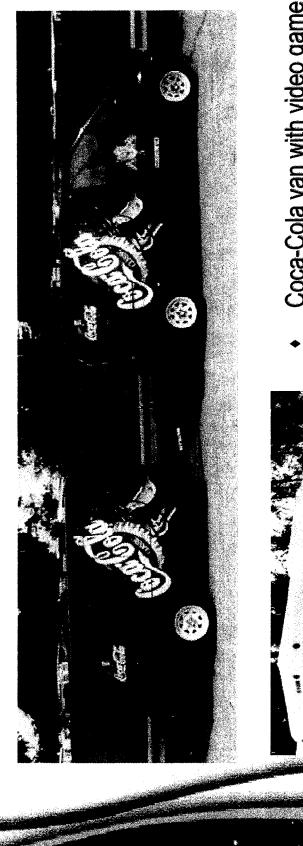


The Coca-Cola will provide one youth baseball clinic with players from the 2004 World Series Champion, The Florida Marlins 2 Marlins players and 1 coach will teach boys and girls the fundamentals of baseball.

Location will be at City of Miami Beach parks

Complimentary Marlin tickets will be given to all the kids (60 kids).

Special Events Trailers



- Coca-Cola van with video game trailer.
- Special events trailer to sell Coca-Cola beverages and food
- Coca-Cola will provide trailers at City of Miami Beach special

Vend & Win Promotion

Coca-Cola vend and win promotion at Parks and Recreation

- 500 winning stickers

Can include a Spanish message



Si su compra en esta maquina tiene una calcomania indicando que usted es un "GANADOR INSTANTANEO", muestre esa calcomania en la taquilla de ventas del Miami Metro Zoo. Usted entrara gratis con la compra de una entrada general o de mayor valor.

Las taquillas estata abiestas e 6-9:30 a.m. a 4:00 p.m. Esta oferta as verne el 15 de toubre el 21002. Limite une calconanta por vista. Esta oferta no es valida con catajuter cuto descuento u defra. Para información y horanto ela 2002. Debogoo le Marni Metro, llame al 305-255-5551 o al 305-251-0400

Para una opontunidad gastis de jugar mande un sobre con su direcciony su estampilla posta la: Metro Zoo Varding Promo, 3350 Pernibothe Road, Hollywood, Ft. 39021. Sodemente los garaderes seran norificados. Esta oferta no





POS = # of machines x # of weeks x traffic (parks/rec = 1,000/wk) x .\$01 per impression = total value x 75% of consumers who will interact with POS

Truckbacks = \$250 x # of weeks x # of trucks

ESTIMATED MARKETING VALUE

Additional Truck Back Advertising	10,000.00
Art in Harmony	5,000.00
Coca-Cola Road Jam	10,000.00
Coca-Cola/Marlins Baseball Clinic	30,000.00
Special Events Wagons	1,000.00
Vend & Win Promotion	5,000.00
200 Cases product donation	2,000.00
1 Coca-Cola Suite/Marlins 2005Game	5,000.00
Annual Value	\$68,000.00



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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed little:

A Resolution of the Mayor and City Commission Approving and Adopting the last portion of the Municipal Parking Garage Basis of Design Report which applies to the Streetscape Improvements to Meridian Avenue not previously approved.

Issue

Shall the Mayor and City Commission adopt the resolution?

Item Summary/Recommendation:

On September 10, 2003, the Mayor and City Commission approved Resolution No. 2003-25332 authorizing the execution of a Development Agreement between the City of Miami Beach and the New World Symphony (NWS) for the development of a portion of the 17th Street surface parking lot for construction of an educational, performance and internet broadcast facility with an exterior screen ("Soundspace"), and a 320-space (+/-) public parking garage facility. In approving the execution of the Agreement, the Commission also directed that the Administration should proceed with developing a new Multi-purpose Municipal Parking Facility (MPMPF) on the site of the current City Hall surface lot.

On April 14, 2004, the City Commission approved Resolution No. 2004-25543 authorizing the execution of an agreement with Perkins and Will, Inc. for the provision of Planning, Architecture, Landscape Architecture, and Engineering Services required to design and construct the MPMPF project. Included in the scope was the planning of Meridian Avenue improvements, which would be implemented as part of the project.

On February 10, 2005, a Community Design Workshop (CDW) was held to discuss the options for the MPMPF with the Community. Consensus among the attendees was reached on the scope and size of the garage. The Community also came to consensus on having Meridian Avenue be four (4) lanes, two (2) lanes in each direction, from 17th Street to 19th Street, the street just south of the Holocaust Memorial and Botanical Garden Center, while maintaining the majority of on-street parking on the West side of Meridian Avenue between 17th Street and 18th Street, and on the East side between 18th Street and 19th Street. This design would preclude a bike path on the East side of the street due to space and code constraints in the relationship between parking and the bike path traffic, but staff was directed to evaluate that issue further. In addition, linear planters were included for medium size trees and bump-outs for larger canopy trees. The construction cost for this scope has been preliminarily estimated to be \$1,480,000.

The final Basis of Design Report (BODR) was presented at the May 18, 2005 City Commission meeting for approval and adoption. The Mayor and City Commissioners approved the Parking Garage portion of the BODR but raised questions about some of the design features and traffic approaches presented by the consultants for the Meridian Streetscape portion. Subsequent to the discussion about the issues, the Administration was directed to submit the Meridian Streetscape portion of the BODR to the Neighborhood Services and Community Affairs Committee for further discussion and recommendation. On June 29, 2005 the Meridian Streetscape portion of the Project was presented to the Committee as directed and was discussed. Some of the comments made at the City Commission meeting had been addressed and the plans presented with the BODR at the May 18, 2005 City Commission had been modified accordingly. The Committee members discussed the new plans in depth, accepted the modifications made in reaction to the previous comments, and recommended the Meridian Streetscape portion of the Parking Garage BODR for approval.

The Administration recommends approval of the attached modified Meridian Streetscape portion of the Multi-Purpose Municipal Parking Facility Basis of Design Report as recommended by the Neighborhood Services Committee at their June 29, 2005 meeting.

Advisory Board Recommendation:

Neighborhood Services and Communi	ity Affairs Committee recommended the BODR approval.

Financial Information:

Source of Funds:	Amount Account Approved Approved
Finance Dept.	Total

City Clerk's Office Legislative Tracking:

Jorge E. Chartrand, Acting CIP Director

Sign-Offs:

9		
Department Director	Assistant City Manager	City Manager
JECK /	TH	on a
T:\AGANAA2005\Jul2705\Regular\MPMPF BODR si	ummary page.doc	

AGENDA ITEM C7N
DATE 7-27-05







Date: July 27, 2005

COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING AND OFFICIALLY ADOPTING THE LAST PORTION OF THE BASIS OF DESIGN REPORT (BODR) FOR THE MULTI-PURPOSE MUNICIPAL PARKING FACILITY (MPMPF), WHICH APPLIES TO THE STREETSCAPE IMPROVEMENTS TO MERIDIAN AVENUE AND WHICH WAS NOT PART OF THE PREVIOUS

APPROVAL.

ADMINISTRATION RECOMMENDATION:

Adopt the Resolution.

BACKGROUND:

On September 10, 2003, the Mayor and City Commission approved Resolution No. 2003-25332 authorizing the execution of a Development Agreement between the City of Miami Beach and the New World Symphony (NWS) for the development of a portion of the surface parking lot, bounded by 17th Street to the north, North Lincoln Lane to the south, Washington Avenue to the east and Pennsylvania Avenue to the west, for construction of an approximately 50,000 square foot educational, performance and internet broadcast facility with an exterior screen ("Soundspace"), and an approximately 320-space (+/-) public parking garage facility.

In approving the execution of the Agreement, the Commission also directed that the Administration should proceed with developing a new Multi-purpose Municipal Parking Facility (MPMPF) on the site of the current City Hall surface lot. Throughout the negotiations with the NWS, the Administration consistently stated that replacement parking must be built before displacement of either 17th Street surface parking lot. The MPMPF must be built and completed, or an alternate acceptable replacement parking location must be identified, prior to NWS's commencement of project construction.

On September 10, 2003, the City Commission also authorized the issuance of a Request for Qualifications (RFQ) for Architectural, Engineering, Design, and Construction Administration Services needed to Plan, Design, and Construct the MPMPF on the current site of the City Hall Surface Parking Lot. On April 14, 2004, the City Commission approved Resolution No. 2004-25543 authorizing the execution of an agreement with Perkins and Will, Inc., (P&W) in the amount of \$1,200,788, for the provision of Planning, Architecture,



City Commission Memorandum July 27, 2005 Multi-Purpose Municipal Parking Facility (MPMPF) Basis of Design Report (BODR) Page 2 of 3

Landscape Architecture, and Engineering Services required to design and construct the MPMPF project. The scope of the project also included the planning of Meridian Avenue streetscape improvements, which would be implemented as part of the garage project. It should be noted that funding for the construction of the Meridian Avenue Streetscape improvements will be identified in the future. The Administration intends to submit to Commission an amendment to the Agreement with P&W for the design, bidding and construction administration of the streetscape component in the near future.

On February 10, 2005, a Community Design Workshop (CDW) was held to discuss the options for the MPMPF with the Community. Consensus among the attendees was reached on the scope and size of the garage. The Community also came to consensus on having Meridian Avenue be four (4) lanes, two (2) lanes in each direction, from 17th Street to 19th Street, the street just south of the Holocaust Memorial and Botanical Garden Center, while maintaining the majority of on-street parking on the West side of Meridian Avenue between 17th Street and 18th Street, and on the East side between 18th Street and 19th Street. This design would preclude a bike path on the East side of the street due to space and code constraints in the relationship between parking and the bike path traffic, but staff was directed to evaluate that issue further. In addition, linear planters were included for medium size trees and bump-outs for larger canopy trees. The construction cost for this scope has been preliminarily estimated to be \$1,480,000.

The final BODR was presented at the May 18, 2005 City Commission meeting for approval and adoption. The Mayor and City Commissioners approved the Parking Garage portion of the BODR but raised questions about some of the design features and traffic approaches presented by the consultants for the Meridian Streetscape portion. Subsequent to the discussion about the issues, the Administration was directed to submit the Meridian Streetscape portion of the BODR to the Neighborhood Services and Community Affairs Committee for further discussion and recommendation.

On June 29, 2005 the Meridian Streetscape portion of the Project was presented to the Committee as directed and was discussed. Some of the comments made at the City Commission meeting had been addressed and the plans presented with the BODR at the May 18, 2005 City Commission had been modified accordingly. The Committee members discussed the new plans in depth, accepted the modifications made in reaction to the previous comments, and recommended the Meridian Streetscape portion of the Parking Garage BODR for approval. The changes which had been requested and which have been implemented are the deletion of some street landscape bump-outs, the provision of some shade trees along the sidewalks, and the evaluation of a possible bike route from 17th Street to Dade Boulevard. After the discussion the Committee recommended that we explore the placement of the bike route along Convention center Drive which was agreed would be done in the City Center ROW project.

The current schedule calls for substantial completion of the MPMPF, including the Meridian Streetscape portion by May 2008 and final completion by July 2008.



City Commission Memorandum July 27, 2005 Multi-Purpose Municipal Parking Facility (MPMPF) Basis of Design Report (BODR) Page 3 of 3

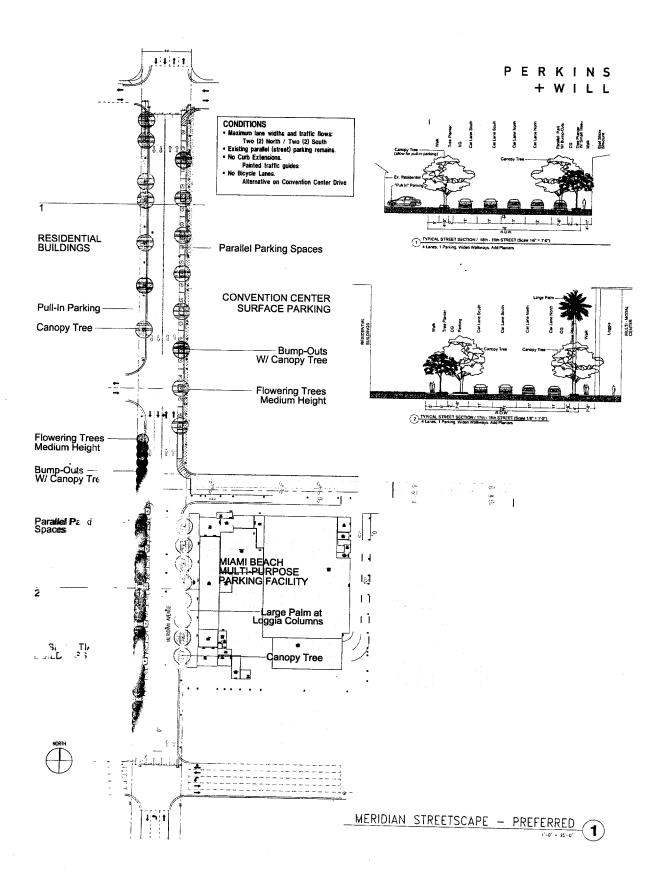
CONCLUSION:

The Administration recommends approval of the attached modified Meridian Streetscape portion of the Multi-Purpose Municipal Parking Facility Basis of Design Report as recommended by the Neighborhood Services Committee at their June 29, 2005 meeting.

By approving this portion of the BODR, the City will officially end the planning process for this project and the design concept. The Administration will be able to proceed with the design development, construction documents, bidding and award, and construction phases of both portions of the project, the Multi-Purpose Municipal Parking Garage, as previously approved, and the Meridian Streetscape as now recommended.

Attachment

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RESOLUTION TO BE SUBMITTED

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CITY OF MIAMI BEACH COMMISSION ITEM SUMMARY



Condensed Title:

A Resolution authorizing the Administration to issue Purchase Order to Southeastern Surfaces & Equipment, Inc., the State of Florida Sole Source Distributor of Mondo Flooring for the Scott Rakow Youth Center Ice Rink and Play Area.

Issue:

Shall the City Commission authorize the issuance of a Purchase Order to Southeastern Surfaces & Equipment, Inc., a sole source distributor of Mondo Flooring for the Scott Rakow Youth Center Ice Rink and Play Area?

Item Summary/Recommendation:

On August 1, 2003, International Builders of Latin America's (IBLA) was certified in default, pursuant to its contract with the City of Miami Beach. As part of IBLA contract with the City, IBLA was required to install "Mondo Flooring" in and around the areas of the ice rink and in the covered play area.

IBLA did not install the "Mondo Flooring" as specified in the following areas: ice rink entry, storage room, ice rink corridors, men bath/lockers, women bath/lockers, disc jockey room, coaches room, ice maker room, skate rental, lobby, vestibule, and pro-shop, but rather installed an inferior product which was not approved by the Architect of record, nor the City's Capital Improvement Projects office. In addition, IBLA did not provide flooring in the covered play area which was part of their contract. (Mondo Flooring was specified).

Currently, the flooring material which was installed is not standing up to the normal traffic generated by the ice skaters.

The Administration recommends approving the Resolution.

Advisory Board Recommendat	tion:
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N/A

Financial Information:

Source of		Amount	Account Approved
Funds:	1	\$135,455	370-2164-067357
	2		
	3		
	4		
Finance Dept.	Total	\$135,455	

City Clerk's Office Legislative Tracking:

Gus Lopez, ext. 6641

Sign-Offs:

Department Director Assistant City Manager City Manager

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AGENDA ITEM <u>C70</u>

DATE <u>7-27-05</u>

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139 www.miamibeachfl.gov



COMMISSION MEMORANDUM

To:

Mayor David Dermer and

Members of the City Commission

Date: July 27, 2005

From:

Jorge M. Gonzalez

City Manager

Subject:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE ADMINISTRATION TO ISSUE A PURCHASE ORDER FOR \$126,955 TO SOUTHEASTERN SURFACES & EQUIPMENT, INC., THE STATE OF FLORIDA SOLE SOURCE DISTRIBUTOR OF MONDO FLOORING, FOR THE SCOTT RAKOW YOUTH CENTER ICE RINK AND THE COVERED PLAY AREA, ADDITIONALLY, APPROPRIATING \$8,500 FOR PROJECT

CONTINGENCY, FOR A GRAND TOTAL OF \$135,455.

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

FUNDING

Funding is available from the following Account Number:

Ice Skating Rink and Play Area

370-2164-067357 \$ 126,955

Project Contingency

370-2164-067357 \$ 8,500

Total:

\$ 135,455

ANALYSIS

On August 1, 2003, International Builders of Latin America's (IBLA) was certified in default, pursuant to its contract with the City of Miami Beach. As part of IBLA contract with the City, IBLA was required to install "Mondo Flooring" in and around the areas of the ice rink and in the covered play area.

IBLA did not install the "Mondo Flooring" as specified in the following areas: ice rink entry, storage room, ice rink corridors, men bath/lockers, women bath/lockers, disc jockey room, coaches room, ice maker room, skate rental, lobby, vestibule, and pro-shop, but rather installed an inferior product which was not approved by the Architect of record, nor the City's Capital Improvement Projects office. In addition, IBLA did not provide flooring in the covered play area which was part of their contract. (Mondo Flooring was specified).

Currently, the flooring material which was installed is not standing up to the normal traffic generated by the ice skaters.

The "Mondo Flooring" specifically, the "ramflex" product, is recommended for the ice rink corridors and support spaces since it is specifically made to withstand the particular traffic

generated by ice skaters. The "Mondo Flooring", specifically, the "sportsflex" product is recommended for the covered play area. The Mondo Flooring as originally specified in IBLA's contract with the City is only available thru Southeastern Surfaces and Equipment Inc., which is the only distributor of "Mondo Flooring" in the state of Florida.

This flooring has an 8 to 10 week lead time before installation can occur. In order to provide the Scott Rakow Youth Center with the product specified in IBLA's contract, the Capital Improvement Project Office (CIP) recommends that the Commission award the sole source distributor, SSE the contract to provide the labor and material necessary to install the "Mondo Flooring" in the Scott Rakow ice rink, support spaces and in the covered play areas.

The "Mondo Flooring" for the ice rink corridor and support spaces as listed above and the covered play area including labor and material is not expected to exceed \$135,455. The funding for the "Mondo Flooring" has been allocated thru the IBLA purchase order. This portion of the work will be reimbursed by the Surety when the claim has been finalized.

CONCLUSION

The Administration recommends that the Mayor and City Commission adopt the attached resolution, approving the issuance of a Purchase Order for \$126,955.00 to Southeastern Surfaces & Equipment, Inc., the State of Florida Sole Source Distributor of Mondo Flooring, for the Scott Rakow Youth Center Ice Rink and the covered play area, additionally, appropriating \$8,500 for project contingency, for a grand total of \$135,455.00

JMG/TH/SF

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Southeastern Surfaces & Equipment, Inc.



Corporate 569 Canal Street New Smyrna, FL 32168

Office (386) 428-8875 Fax (386) 428-8767

South Florida 10116 N. W. 53rd Street Sunrise, FL 33351 Office (561) 252-9799 Fax (561) 422-3554

100% FLORIDA STATE CERTIFIED MINORITY WOMEN BUSINESS ENTERPRISE (MWBE)

QUOTATION

TO: Ms. Grace Escalante

> City of Miami Beach 2100 Washington Ave. Miami Beach, FL 33139

DATE:

7/22/2005

PHONE: **FAX:**

(305) 673-7769 (305) 673-7159

QUOTE #:

05-244

PROJECT: Scott Rakow Center / Mondo Flooring

We are pleased to quote you as follows:

Rubber Flooring

Manufacturer: MONDO

Series

Wear Layer

Surface

Warranty

Amount

Area

Installation

Floor Prep

Delivery

Base

Ramflex 10 mm

2 mm

Hammered

2 years

Approximately 6237 sq. ft. (Tiles at rink entrance)

Pro Shop, Skate Rental, Coaches Room, Bathrooms and Underneath Bleachers,

By Certified Installers

By certified Installers (Includes removal and disposal of existing flooring) 6-8 Weeks from submittal of colors and final field verified dimensions

Vinyl Black

DELIVERED & INSTALLED: \$80,155.00

(If moisture barrier is needed ADD: \$9,500.00

Play Area

Series

Surface

Warranty

Amount

Installation Floor Prep

Delivery

Sport Flex 6 mm

Sealskin

3 years

Approximately 5480 sq. ft. (children's play area)

By Certified Installers

By certified Installers

6-8 Weeks from submittal of colors and final field verified dimensions

DELIVERED & INSTALLED: \$46,800.00

(If moisture barrier is needed ADD: \$3,700.00)



Southeastern Surfaces & Equipment, Inc.

<u>Corporate</u> 569 Canal Street New Smyrna, FL 32168 Office (386) 428-8875 Fax (386) 428-8767 South Florida 10116 N. W. 53rd Street Sunrise, FL 33351 Office (561) 252-9799 Fax (561) 422-3554

100% FLORIDA STATE CERTIFIED MINORITY WOMEN BUSINESS ENTERPRISE (MWBE)

Notes:	
110063.	

(561) 252-9799

- We accept Visa and Master Card
- Cuts around utility covers included
- Sales/Use taxes are INCLUDED in above bid amount.
- Removal and disposal of existing equipment or materials is NOT INCLUDED.
- All electrical work, if required, shall be by others.
- Payment and Performance Bond is NOT included in the above price. Add 1% if required.
- This quotation is good for 45 days and subject to delivery and installation in six months.
- 50% deposit upon receipt of order the remainder upon delivery

Sincerely,	Accepted By:	
Jason Lille, CSI	Date:	



modo o

July 22, 2005

Mr.Roman Martinez
Mr.Gus Lopez
City of Miami Beach Fl.
Procurement Division
Miami Beach, Florida

Re: Scott Rakow Center Florida Representation

To Whom it may concern,

This letter is to confirm that SSE Inc. is the only local Mondo Certified Dealer / Installer for Athletic flooring. SSE Inc. has been a Mondo dealer for the past 10 years and are in excellent standing with our company.

If you should have any questions or concerns of if I can be of any further assistance, please do not hesitate to give me a call.

since elly.

Mondo'USA David Goodwin

Southeastern Regional Representative

770-463-8513 phone 770-463-4996 fax

Mondo America Inc. 2655 Francis Hughes, Laval, Quebec, Canada H7L 388 Phone: 450-967-5800 * Fax: 450-663-7927 * Toll-free USA ; 800-361-3747 * Toll-free CDA : 800-663-8138

Email: mondo@mondousa.com * Website: www.mondousa.com

RESOLUTION TO BE SUBMITTED